GOVERNMENT OF ANDHRA PRADESH
ABSTRACT

AHDD&F Department –The Andhra Pradesh State Aquaculture Development Authority Rules, 2020 – Notification - Orders - Issued.

ANIMAL HUSBANDRY, DAIRY DEVELOPMENT & FISHERIES (FISH) DEPARTMENT

G.O.MS.No. 7 Dated: 15-01-2021.
Read the following:

1. G.O.Ms.No.28, AHDD&F(Fish) Dept., 18.08.2020.
2. From Commissioner of Fisheries, A.P., Vijayawada, Lr.No.800/P1/2020, Dt: 15.10.2020.

** * **

O R D E R:-

The following Notification will be published in an Extra-Ordinary Issue of the Andhra Pradesh Gazette, dated:15.01.2021

N O T I F I C A T I O N

In exercise of the powers conferred by sub-section (1) of section 39 of the Andhra Pradesh State Aquaculture Development Authority Act, 2020 (Act No.29 of 2020), the Government hereby make the Andhra Pradesh State Aquaculture Development Authority Rules, 2020 which are appended to this notification.

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

Dr. POONAM MALAKONDAIAH
SPECIAL CHIEF SECRETARY TO GOVERNMENT (FAC)

To
The Commissioner of Printing press, A.P Vijayawada.
Copy to:
The Commissioner of Fisheries, A.P Vijayawada.
The PS to M(AHDD&F)
The P.S to Spl. Secretary to C.M.
P.S. to Spl. C.S to Government, AHDD&F Department.
All the District Collectors.
All the Departments of Secretariat.
All the Heads of the Departments.
The Law (E) Department, A.P Secretariat, Velagapudi.
The Secretary to Governor, Raj Bhawan, Vijayawada.
The P.S.to Secretary to Legislature, Legislature Secretariat, Velagapudi.
SF/SC.

\\ FORWARDED :: BY ORDER \\

SECTION OFFICER.

(G.O.MS.NO. 7 AHDD&F (FISH) DEPARTMENT., DT:15.01.2021)

THE ANDHRA PRADESH STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES 2020

CHAPTER - I

PRELIMINARY

1. Short title, extent and Commencement

(1) These Rules may be called the Andhra Pradesh State Aquaculture Development Authority Rules, 2020.

(2) These Rules shall come into force at once.

2. Definitions:

In these Rules, unless the context otherwise requires:-

(1) "Act" means the Andhra Pradesh State Aquaculture Development Authority Act, 2020;

(2) "Aquaculture Business Operations" means all the operations/activities undertaken for carrying out Aquaculture business;

(3) "Aquaculture Business Operators" means any person / company/ firm carrying out Aquaculture business operations;

(4) "Aquaculture Business" means production / manufacture/ rendering , dealership/distribution, sale of aquaculture inputs, aquaculture equipment and aquaculture services, aquaculture harvest, aquaculture post-harvest operations and all other related activities;

(5) "Aquaculture Equipment" means devices, equipment, implements, tools etc including accessories (like aerators, air blowers, automatic feeders etc);

(6) "Aquaculture Farm" means any place with water holding facility to do Aquaculture and if the salinity is < 0.5 ppt it is called freshwater aquaculture farm and in case if the salinity is > 0.5 to < 35 ppt it is called as brackishwater aquaculture farm;

(7) "Aquaculture Farmer" means the person / firm / company undertaking aquaculture;

(8) "Aquaculture Harvest Operations" means the activities undertaken to harvest aquaculture produce;

(9) "Aquaculture inputs" means seed, feed, feed supplements, aqua chemicals, aqua products, medicines, all other materials that are used directly or in combination with others for doing aquaculture;

(10) "Aquaculture Inspector" means any officer of Fisheries Department who is designated as Aquaculture Inspector;

(11) "Aquaculture post-harvest operations" means any activity undertaken from harvest till it is sold to consumer including weighment, addition of ice, transport, pre-processing, processing, value addition, packaging, preservation, storage, cold chain, trade, marketing, export and all such activities;

(12) "Aquaculture Produce" means biomass of aquatic organisms produced through aquaculture;

(13) “Aquaculture Services” means services provided by any person / firm / company / institution /body (like Aqua Labs, Aqua Consultant, Aqua Technicians, Aquaculture extension personnel and others) for doing aquaculture;

(14) “Aquaculture” means growing of aquatic organism from smaller size to larger size;

(15) “Aquatic Organism” an animal or plant of any species or hybrid thereof, and includes gametes, seeds, egg, sperm, larvae, juvenile and adult stages, any one of which is required to be in water (of any salinity) during that stage of its life. It includes but not limited to cartilaginous and bony fishes, freshwater and marine prawn and shrimp, crustaceans, molluscs, echinoderms, amphibians, tortoises, plankton, seaweeds, aquatic plants and all other aquatic organisms at all stages of their life cycle and any other animal/s declared from to time by the Government through notification;

(16) “Aquaculture Zone” means the area notified by the District Collectors in the District Gazettes to consider for regularization of existing unregistered aquaculture farms and also for registering and renewal of new aquaculture farms and hatcheries

(17) “Authority” means the Andhra Pradesh State Aquaculture Development Authority;

(18) “Certification” means the procedure by which the Aquaculture Authority gives written assurance that either a production unit or a product meets certain standards. Certification is given to a production unit like hatchery/feed plant/any other unit, if it has required machinery, equipment, manpower and other facilities for production of quality product, whereas it is given to a product like aquaculture seed, feed or any other aquaculture product / aquaculture produce if that particular product meets specific requirements/standards /specifications and passed through internal quality assurance system.

(19) “Certified Feed” means the aquaculture feed certified under this Act by the process of certification.

(20) “Certified Seed” means the aquaculture seed certified under this Act by the process of certification.

(21) “Company” means company as defined in the Companies Act, 2013;

(22) “Court” means any Court not less than a Court of Judicial Magistrate of First Class in the State of Andhra Pradesh;

(23) “Distributor/Dealer” means the person/company / firm who distributes the aqua inputs/ equipment on wholesale basis to vendors for retail sales;

(24) “Firm” means a firm / partnership firm registered under the Indian Partnership Act,1932;

(25) “Government” means the State Government of Andhra Pradesh.

(26) “License” means any license given under Act in favour of any person or company / firm for carrying out aquaculture and / or aquaculture business operations;

(27) “Licensing Authority” means the officer who is empowered to grant licenses to aquaculture and / or aquaculture business operators;

(28) “Notification” means a notification published in the Andhra Pradesh Gazette;

(29) “Prescribed” means prescribed by Rules made under this Act;

(30) “Third Party Agency” means the private technical agency empanelled by APSADA for the carrying out various tasks such as sample collection, analysis, assistance in certification and others

CHAPTER - II

AUTHORITIES, COMMITTEES ETC.

3. Members and meetings of the Authority:

(1) Terms for nomination non-official members: Government shall have the powers to nominate the non-official members of the Authority.

(2) Duration of term of members of the Authority:

(i) Ex-officio members shall continue to be the members as long as the they hold the post by virtue of which they became members of the Authority.

(ii) The duration of the term for non-official members shall be two (2) years.

(iii) In case of vacancy in the Authority, it shall be filled and the term of nomination shall be two years from the date of nomination.

[Provided further that even if some of the non-officials members are nominated at different times to the Authority, the term of two years in their case shall be reckoned from the date on which the notification constituting the Authority was first issued.]

(3) Meetings of the Authority

(i) To the extent possible the Authority shall meet at least once in three (3) months.

(ii) Chairman is empowered to fix date and venue of the meeting.

(4) Power to call meetings

(i) The Chairman may, at any time, call a meeting of the Authority.

(ii) As per requirement, the Chairman may invite any officer of the Authority or any person having sufficient knowledge, experience or background in the subject relating or relevant to any matter under consideration of the Authority,

(iii) As far as possible, at least seven (7) clear days before meeting of the Authority, intimation of the time and place of the intended meeting shall be sent to the members.

(5) Quorum

(i) No business shall be transacted at a meeting of the authority unless there are at least ten (10) members present at such meeting.

(ii) If at any time the number of members present at a meeting is less than the number of members specified in clause (i), the person presiding shall adjourn the meeting to a date not later than three (3) days from the date of such meeting after informing the members of the date, time and place of the adjourned meeting. It shall thereupon be lawful for the person presiding at such adjourned meeting to dispose of the business intended to be transacted at the original meeting, irrespective of the number of members present.

(6) Chairman of meetings:

(i) The Chairman shall preside over every meeting of the Authority and in his absence the Vice-Chairman shall preside.

(ii) If both the Chairman and Vice-Chairman are absent, the Co-Vice-Chairman shall preside over the meeting.

(iii) If all three, the Chairman, Vice-Chairman and Co-Vice-Chairman are absent in any meeting and the Chairman has not nominated anyone to preside over the meeting, the members present at the meeting shall elect one from among themselves to preside over such meeting.

(7) Agenda:

(i) The Member-Secretary shall arrange to prepare the agenda for the meeting and upon approval of the Chairman shall arrange to circulate the agenda items among the members of the Authority well before a meeting of the Authority.

(ii) Items which are not listed in the agenda shall not be transacted at a meeting of the Authority without the permission of the Chairman.

(8) Business by circulation:

(i) Any business which is to be transacted by the Authority may, if the Chairman so directs, be referred to the members by circulation.

(ii) Any proposal or resolution circulated under clause (i) and approved by the majority of the members who have recorded their views in writing shall be as effectual and binding as if such proposal or resolution was decided by the majority of the members at a meeting.

(iii) If a proposal or resolution is circulated under this rule, the result of the circulation shall be communicated all the members.

(iv) All decisions taken on questions arrived at by circulation of papers shall be placed at the next meeting the Authority for record purpose.

(9) Record of Business:

(i) A record of all items of business transacted by the Authority shall be maintained by the Member Secretary and copies of such record shall be forwarded to the Government as and when such directions are given by the Government.

(ii) The record of business is transacted at every meeting of the Authority shall be signed by the Chairman or the Vice-Chairman, as the case may be, who presided over such meeting.

4. Executive Committee:

(1) Functions of the Executive Committee: The EC shall have the following Functions:

(i) the general superintendence, direction and monitor of the functions and programmes of the Authority shall be vested in the Executive Committee;

(ii) to monitor & regulate charges collectable by APSADA for providing various services like issuance of License, Certification and any other services and penalties imposed for various offenses;

(iii) to plan, design and formulate all the programmes of the Authority;

(iv) to do all that is necessary for the proper implementation of the programmes of the Authority;

(v) to provide independent advice and to assist the Authority in implementing its programmes and in monitoring and evaluating such implementation;

(vi) to provide oversight, monitoring and evaluation of various aquaculture projects and activities of different units of the Authority;

(vii) to provide advice and recommendations on measures concerning general sustainability, environmental issues and rational management of Aquaculture and Aquaculture Business Operations;

(viii) to collect and monitor the domestic and international market data for the benefit of aquaculture farmers in the State;

(ix) Any other function assigned by the Authority.

(2) Powers of EC: The EC shall have the following powers-

(i) to prepare and execute detailed plans and programmes for the Authority to consider and approve adjustment and re-appropriations of outlays for different components / programmes within the overall outlay approved for various programmes of the Authority, so as to carry on the administration and management of the Authority efficiently and effectively;

(ii) to prepare, revise and amend budget estimates of the Authority each and every year and to sanction expenditure;

(iii) to revise the charges collectable by APSADA for providing various services like issuance of License, Certification and any other services and penalties imposed for various offenses;

(iv) to sue and defend all legal proceeding on behalf of the Authority;

(v) to take officers on deputation basis and appoint staff on contractual and outsourcing basis as may be required for the efficient management of the affairs of the Authority;

(vi) to engage Advisors, Experts, Consultants, Third Party Agencies as per the requirement for discharge of duties of Authority;

(vii) Any mater before placing for approval of Authority shall be placed before Executive Committee for recommendation;

(viii) it shall have other powers that are essential to discharge functions assigned to it.

(3) Terms for nomination non-official members: The Government shall appoint non-official members.

(4) Duration of term of members of EC:

(i) Ex-officio members shall continue to be the members as long as the they hold the post by virtue of which they became members of the committee;

(ii) The duration of the term for non-official members shall be two (2) years.

(5) Meetings of the EC:

(i) To the extent possible the EC shall meet at least once in one (1) month.

(ii) Minster for AH, DD & F, Government of Andhra Pradesh who is Ex-Officio Chairman of the Committee is empowered to fix date and venue of the meeting.

(6) Quorum :

(i) No business shall be transacted at a meeting of the Committee unless there are at least eight (8) members present at such meeting.

(ii) If at any time the number of members present at a meeting is less than the number of members specified in clause (i), the person presiding shall adjourn the meeting to a date not later than three (3) days from the date of such meeting after informing the members of the date, time and place of the adjourned meeting. It shall thereupon be lawful for the person presiding at such adjourned meeting to dispose of the business intended to be transacted at the original meeting, irrespective of the number of members present.

(7) Chairman of meetings:

(i) The Minster for AH, DD & F, Government of Andhra Pradesh who is Ex-Officio Chairman of the EC shall preside over every meeting of the Committee and in his absence the Special Chief Secretary / Principal Secretary, AH, DD & F Department, Government of Andhra Pradesh who is the Ex-Officio Vice-Chairman shall preside;

(ii) If both, the Chairman and Vice-Chairman are absent in any meeting and the Chairman has not nominated anyone to preside over the meeting, the members present at the meeting shall elect one from among themselves to preside over such meeting.

5. Technical Advisory Committee (TAC)

(1) Functions of the Technical Advisory Committee: The Technical Advisory Committee shall have the following Functions:

(i) to advise the Authority on Aquaculture policies and to provide technical basis for decision making by the Authority;

(ii) to provide independent technical and scientific advice and expert inputs and to assist the Authority in implementing its programmes;

(iii) to monitor and evaluate such implementation of field level programmes;

(iv) to provide technical oversight, monitoring and evaluation of various aquaculture projects and activities of different units of the Authority;

(v) to provide advice to the Authority on the technical and scientific basis, to facilitate it to take decisions on measures concerning general sustainability and rational management of Aquaculture, including the environmental, biological, socio-economic aspects of Aquaculture and Aquaculture Business Operations;

(vi) to propose the establishment of subsidiary bodies to work on specific technical issues or to provide a specified output;

(vii) to provide information on Aquaculture production and other data relevant to the functions of the Authority in such a way as to enable the Authority to achieve its objectives;

(viii) Any other function assigned by the Authority.

(2) Powers of the Technical Advisory Committee:

(i) The Technical Advisory Committee shall have the following powers:

(a) to enter into any premises where aquaculture / aquaculture business operations are being carried out for the purpose of technical evaluation and audit of the project;

(b) take samples of any aquaculture input / aquaculture equipment /aquaculture service for the purpose of technical evaluation and audit;

(c) gather information or data from any Aquaculture or Aquaculture Business Operations for the purpose of technical evaluation and audit;

(d) to suggest technical corrective measures to any aquaculture / aquaculture business operations if such need arises;

(e) to inspect / audit the activities and records of any Office where APSADA programmes are being implemented;

(f) to suggest technical corrective measures to DLIC if need arises;

(g) while inspecting / auditing, if Technical Advisory Committee finds any deviations in the implementation of programmes of the Authority, it shall have the powers to recommend action against the erring individual / firm / company;

(h) to empanel Third Party Agencies for carrying out tasks such as sample collection, sample analysis, assistance for certification etc.;

(i) it shall have other powers that are essential to discharge functions assigned to it;

(j) to form sub-committees / to constitute teams and to assign some of its functions to them.

(ii) The sub-committees / teams constituted under sub-clause (i) of clause (i), shall have the powers listed under sub-clauses (a) to (h) under clause (i).

(3) Terms for nomination of non-official members: The Government shall be empowered to nominate the non-official members.

(4) Duration of term of members of the Committee:

(i) Ex-officio members shall continue to be the members as long as the they hold the post by virtue of which they became members of the committee

(ii) The duration of the term for non-official members shall be two (2) years

(5) Meetings of the Technical Advisory Committee:

(i) To the extent possible the Technical Advisory Committee shall meet at least once in three (3) months.

(ii) The Chief Executive Officer, APSADA who is Ex-Officio Chairman of the Committee is empowered to fix date and venue of the meeting.

(6) Quorum:

(i) No business shall be transacted at a meeting of the Committee unless there are at least eleven (11) members present at such meeting.

(ii) If at any time the number of members present at a meeting is less than the number of members specified in clause (i) , the person presiding shall adjourn the meeting to a date not later than three (3) days from the date of such meeting after informing the members of the date, time and place of the adjourned meeting. It shall thereupon be lawful for the person presiding at such adjourned meeting to dispose of the business intended to be transacted at the original meeting, irrespective of the number of members present.

(7) Chairman of meetings: The Chief Executive Officer, APSADA who is Ex-Officio Chairman of the Committee shall preside over every meeting of the Committee and in his absence the Additional Chief Executive Officer, APSADA shall preside.

6. District Level Implementation Committee (DLIC):

(1) Functions of the DLIC: The DLIC shall have the following Functions:

(i) to implement the programmes of the Authority in the District;

(ii) to develop aquaculture in the District, with a view to increasing production, productivity, sustainability and profitability;

(iii) to attract investments to promote aquaculture based establishments and industries in the District;

(iv) to create new business avenues in the aquaculture sector in the District;

(v) to create a forum at the District to resolve all aquaculture related issues;

(vi) to monitor, regulate and promote the production, distribution and sales of all aquaculture inputs like seed, feed, feed supplements, aqua chemicals, aqua products, medicines, equipment and implements etc. in the District;

(vii) to certify the facilities that produce aquaculture inputs like seed, feed, feed supplements, aqua chemicals, aqua products, medicines, equipment and implements etc. in the District;

(viii) to certify aquaculture inputs like seed, feed, feed supplements, aqua chemicals, aqua products, medicines, equipment and implements etc. in the District;

(ix) to monitor, regulate and promote trade and export of aquaculture produce/ seafood/ value added products in the District;

(x) in the event of crisis, the DLIC may take up and intervene into any activity in aquaculture sector in the District to protect the interests of the sector under intimation to the Authority and in due consultations with the stakeholders;

(xi) to promote the farming of high valued fish species including ornamental fish, for export and to promote diversification in the District;

(xii) to manage, conserve, and develop, aquatic resources, and the aquaculture industry in the District;

(xiii) to facilitate implementation of various centrally funded schemes for the establishment of new enterprises in the District;

(xiv) to monitor, control and surveillance of diseases in the District;

(xv) to provide feedback to the Authority on the implementation of various programmes;

(xvi) to promote eco-friendly practices and monitor the environmental parameters;

(xvii) to function as District Level Committee for quality control of any aquaculture inputs;

(xviii) Any other function assigned by the Authority.

(2) Powers of the DLIC:

(i) to issue licenses and endorse licenses for aquaculture and aquaculture business operations in the District;

(ii) to certify facilities (accreditation) and to certify various aquaculture inputs;

(iii) in the event of crisis with due consultation with stakeholders decide, declare and fix the rate for any aquaculture input, tools, equipment, service etc in the District;

(iv) In the event of crisis with due consultation with stakeholders decide, declare and fix the rate for aquaculture produce / seafood / value added products etc in the District;

(v) to collect accreditation/ certification charges / any other charges on different aquaculture inputs like seed, feed, feed ingredients, feed supplements, aqua chemicals, aqua products, medicines, services and aquaculture produce /seafood in the District;

(vi) charge fees or any other charges for services rendered, or for facilities and equipment provided, by the Authority in the District;

(vii) to collect domestic and international market data and interpret it for the benefit of aqua farmers in the District;

(viii) provide consultancy services & to establish incubation centers in the District;

(ix) entrust some of its functions /activities to any third party agency/agencies for efficient functioning of the Authority in the District;

(x) to collect, analyse samples and to accredit/ certify all aquaculture inputs like seed, feed, feed ingredients, feed supplements, aqua chemicals, aqua products, medicines, implements, equipment, IT enabled products/services, aquaculture produce / seafood/ value added products /aquaculture ancillary services in the District;

(xi) to inspect and audit any farm/hatchery/feed manufacturing unit / any other aquaculture or aquaculture business establishments for compliance to the quality standards in the District;

(xii) to enter and inspect physical facilities, raw materials, end products, records of all aquaculture production, processing and distribution and sales units in the District or in other Districts also with the support of local officers;

(xiii) impose fines and penalties to any aquaculture production, processing and distribution and sales units in the District in case of violations of the provisions of the act;

(xiv) regularize unauthorized aquaculture production, processing and distribution and sales units in the District;

(xv) regulate and control the conversion of productive agriculture lands in to aquaculture ponds in the District;

(xvi) Constitute committee or sub committees as and when required for carrying out the functions of the authority in an effective manner in the District;

(xvii) Promote extension and HRD activities in the District;

(xviii) to do all such other things which are necessary for the efficient discharge of the functions of the Authority in the District;

(xix) to function as District Level Committee for quality control of any aquaculture inputs;

(xx) The DLIC shall constitute a Mandal Level Committee with the following members to assist the DLIC in Issuance of Licenses for Aquaculture and Aquaculture Business operations.

(a) Tahsildar of the concerned Mandal who shall be the Chairman;

(b) Fisheries Development Officer/Assistant Inspector of Fisheries, who shall be the Member Secretary;

(c) Assistant Engineer Irrigation Department- Member;

(d) Groundwater Department Officer- Member;

(e) Pollution Control Board Officer- Member;

(f) Mandal Parishad Development Officer – Member- Optional

(g) Industries Promoting Officer- (Optional);

(h) Mandal Agriculture Officer- (Optional);

(i) Forest Ranger- (Optional);

(j) Drug Inspector- (Optional).

(3) Terms for nomination non-official members: The Chairman DLIC shall have the powers to nominate the non-official members of the committee.

(4) Nominate Officers from other departments: The Chairman, DLIC shall be empowered to nominate /invite officers from related departments.

(5) Duration of term of members of the Committee:

(i) Ex-officio members shall continue to be the members as long as the they hold the post by virtue of which they became members of the committee;

(ii) The duration of the term for non-official members shall be two (2) years.

(6) Meetings of the District Level Implementation Committee:

(i) To the extent possible the District Level Implementation Committee shall meet at least once in one (1) month;

(ii) The Collector who is the Chairman of the Committee is empowered to fix date and venue of the meeting.

(7) Quorum:

(i) No business shall be transacted at a meeting of the Committee unless there are at least eight (8) members present at such meeting;

(ii) If at any time the number of members present at a meeting is less than the number of members specified in clause (i), the person presiding shall adjourn the meeting to a date not later than three (3) days from the date of

such meeting after informing the members of the date, time and place of the adjourned meeting. It shall thereupon be lawful for the person presiding at such adjourned meeting to dispose of the business intended to be transacted at the original meeting, irrespective of the number of members present.

(8) Chairman of meetings: The Collector who is Chairman of the Committee shall preside over every meeting of the Committee and in his absence the Joint Collector (Rythu Bharosa) shall preside.

7. Aquaculture Controller (AC):

(1) Functions of Aquaculture Controller: The Aquaculture Controller is the executive head of the Authority and shall have the following Functions:

(i) to take all necessary measures to implement the programmes of the Authority in the State;

(ii) to take measures for sustainable and eco-friendly aquaculture and aquaculture business operations in the State;

(iii) to take all required steps for the efficient functioning of the Authority;

(iv) to monitor, regulate and promote the production, distribution and sales of all aquaculture inputs like seed, feed, feed supplements, aqua chemicals, aqua products, medicines, equipment and implements etc. in the State;

(v) to monitor, regulate and promote trade and export of aquaculture produce/ seafood/ value added products in the State;

(vi) Any other function assigned by the Authority.

(2) Powers of the Aquaculture Controller: The Aquaculture Controller shall have the following powers:

(i) All the powers required to carry out the functions assigned to him/her;

(ii) Any other power assigned by the Authority.

8. Licensing Authority (LA):

(1) Functions of the Licensing Authority: The Licensing Authority is the executive head of the Authority at the District level (DLIC) and shall have the following Functions:

(i) to supervise the functions of the Authority in the District;

(ii) to issue licenses / endorsements for aquaculture and aquaculture business operations in the District;

(iii) to take measures for sustainable and eco-friendly aquaculture and aquaculture business operations in the District;

(iv) to monitor, regulate aquaculture and aquaculture business operations in the District;

(v) in case of violations of the provisions to suspend / cancel license / endorsements in the District;

(vi) Any other function assigned by the Authority.

(2) Powers of the Licensing Authority: The Licensing Authority shall have the following powers:

(i) to issue /suspend / cancel licenses / endorsements for aquaculture and aquaculture business operations in the District;

(ii) to issue orders to stop/ close any aquaculture and aquaculture business operations in the District;

(iii) regularize aquaculture and aquaculture business operations in the District;

(iv) All the powers required to carry out the functions assigned to him/her;

(v) Any other power assigned by the Authority.

9. Aquaculture Inspector (AI):

(1) Functions of the Aquaculture Inspector: The Aquaculture Inspector is the field level enforcing officer of the Authority and shall have the following Functions:

(i) to carry out functions of the Authority on the field level;

(ii) to assist Licensing Authority for issue licenses / endorsements for aquaculture and aquaculture business operations in the District;

(iii) to assist to monitor, regulate aquaculture and aquaculture business operations in the District;

(iv) Any other function assigned by the Authority;

(v) To ensure the bio-security regulations of the farm (Aquaculture farms and hatcheries) and Aquaculture business establishments.

(2) Powers of the Aquaculture Inspector: The Aquaculture Inspector shall have the following powers:

(i) to enter and search the premises in which Aquaculture Business Operations are being undertaken;

(ii) Clause (i) is not applicable in case of aquaculture business operations dealing with post-harvest activities like pre-processing; (processing and cold storage etc) ;

(iii) In case if any product with a rectifiable defect is found, the Aquaculture Inspector shall be empowered to order not to sell such defective product for a period not exceeding seven (7) days or till the alleged defect is rectified whichever is earlier. If such defect is not rectified within given period of seven (7) days, the Aquaculture Inspector shall seize such defective product from the licensee;

(iv) take samples of aquaculture inputs / aquaculture equipment / aquaculture produce;

(v) examine any record, register, document or any other material object found in any place where aquaculture / aquaculture business operations are being carried out and seize the same;

(vi) to break any physical facilities in the presence of Designated Committee in case of non-cooperation of licensee;

(vii) All the powers required to carry out the functions assigned to him/her;

(viii) Any other power assigned by the Authority.

CHAPTER-III
AQUACULTURE & AQUACULTURE BUSINESS OPERATIONS

10. Categorization of Aquaculture activities:

Category-1: Endorsement for existing license for both freshwater and brackish water aquaculture farms
Category-2: Transfer of license for freshwater aquaculture farms
Category-3: Issuance of Certificate of Cultivation for both freshwater and brackish water aquaculture farms
Category-4: License for new freshwater aquaculture farm within aquaculture zone
Category-5: License for new freshwater aquaculture farm outside aquaculture zone
Category-6: License for new brackish water aquaculture farm of below 2 Ha within aquaculture zone
Category-7: License for new brackish water aquaculture farm of 2 Ha and above within aquaculture zone
Category-8: License for new brackish water aquaculture farm of below 2 Ha outside aquaculture zone
Category-9: License for new brackish water aquaculture farm of 2 Ha and above outside aquaculture zone
Category-10: Renewal for new brackish water aquaculture farm of below 2 Ha (both within and outside aquaculture zone)
Category-11: Renewal for new brackish water aquaculture farm of 2 Ha and above (both within and outside aquaculture zone)
Categoy-12: License for innovative/ new aquaculture technologies.

(i) RAS
(ii) Freshwater Cage culture,
(iii) Marine cage culture,
(iv) Marine Raft
(v) Seaweed
(vi) Bio-floc
(vii) F.W Pen culture
(viii) Ornamental fish culture

11. Categorisation of Aquaculture Business Operations:

(1) Categorization of Aquaculture Business Operations for issue of licenses:

Category-13: Endorsement of License/Registration of Aquaculture Business Operations
Category-14: License for Aquaculture Business operations

(2) Classification and Categorization of Aquaculture Business Operations along fee payable for each category are given in **Annexure-II**

CHAPTER-IV

LICENSES / ENDORSEMENTS ETC

12. Issuance of Licenses / Endorsement:

(1) General Conditions:

(i) After these rules coming to force, only APSADA shall have the powers to issue endorsements/ licenses to all aquaculture and aquaculture business operations.

(ii) If any specific Quality Control Act is in force, licenses / endorsements shall be issued by APSADA as per the provisions of the concerned Quality Control Act. There is no need to obtain a separate license/ endorsement from the Department of Fisheries under that particular Quality Control Act. Endorsement / License obtained from APSADA shall be deemed to be Endorsements / Licenses obtained under that particular Quality Control Act.

(iii) Licenses / Registrations already issued to the existing Aquaculture Farms / Aquaculture Business Operators by any department under any other act shall be valid and it is not necessary to apply for license afresh. However, these old licenses are to be endorsed by the licensing authority of this Act in order to consider them to be issued under this Act.

(iv) The old licenses endorsed by the licensing authority under this law, shall be deemed to be Licenses issued afresh under his Act and shall be governed by the provisions of this Act with effect from the date of endorsement.

(v) Under this Act, endorsement is done only those licenses / registrations which were issued before the appointed date of this Act. Endorsement is not done to the any License/ Registration issued under any other act after the appointed date, it is mandatory for such licensees to obtain fresh license under APSADA. No endorsements shall be issued by APSADA to the licenses / registrations issued by any other agency /organization on or after the appointed date under this Act.

(vi) All the processes are online. Model service request forms, documents to be enclosed, fees to be remitted, estimated time period for the process and all other details shall be made available on the web-portal.

(vii) The service request can be filed by the applicant himself/herself on the Web-portal. The applicant has to make sure that all the required information is furnished and required documents are uploaded on the web-portal. Incomplete applications are liable to be rejected and fee remitted shall not be refunded under any circumstances.

(viii) To facilitate the applicants who do not have facility / expertise to fill online service request form, option of filling the service request form physically (offline) at the Village / Ward Secretariat shall be available. If service request form is filled and signed by the applicant offline, the Digital Assistant shall fill service request form online and upload the scanned copy of the service request form signed by the applicant along with necessary documents. In such cases, the Digital Assistant shall make sure that the Service Request is in full shape with all required documents. The Digital Assistant has to facilitate the applicant to rectify defects, if any.

(ix) However, if any service request received from any of the sources is found to be incomplete or erroneously filled, it shall be “recommended for rejection” by the officer who found the shortfall. Decision on the rejection

of such service request shall be taken only by the Licensing Authority. Either 'recommended for rejection' shall be done as early as possible and in any case within 50% of the time period allotted to him/her for verification. The option of "recommended for rejection" shall not be available to the officer after 50% of the time allotted to him/her. This provision is kept to avoid last minute rejections. Time limit of 50% mentioned for rejecting shall not be applicable to the Licensing Authority.

(x) to ensure that the service requests are processed speedily, there shall be "deemed" provision at all stages of the process. If the concerned officer does not take action on the service request within the time allotted to him/her, "deemed" provision shall be invoked by the software and the service request shall be forwarded / approved by the software automatically.

(xi) Therefore, the officers involved in the process shall make sure that they strictly stick on to the time frames allotted to them without any lapses. In case if they do not comply with the time frame, "deemed" provision will come into force and the software will automatically forward or approve the application. In such cases, ineligible applications are likely to be forwarded or approved. Therefore, the officers must ensure that no application is forwarded or approved under "deemed" provision. In any rare case if any application is forwarded or approved by means of "deemed" provision and at any later stage if the application is found to be ineligible, action will be taken against the erring individual. Hence, the officers are advised to be utmost cautious and stick-on to the time frames allotted to them without any lapses.

(xii) Licenses issued to Brackish water Aquaculture Farms under APSADA are subjected to CAA regulations. As soon as the processing the service request as per CAA guidelines up to the level of DLC (for <2 Ha) or SLC (for 2Ha or more), a Conditional License (with a condition that the license is valid only after the registration of the Farm by CAA) shall be issued to the applicant in anticipation of the registration by CAA. This provision is kept to facilitate the applicant and to save time. Under any circumstances, the applicant shall not start construction / operation of Brackishwater Aquaculture Farm without getting CAA Registration (even if conditional license is issued by APSADA). If anyone does so, it is shall be considered as an offense and shall be punishable under both CAA as well as APSADA Act. In case, if CAA rejects the application, conditional license issued to the applicant shall also stands cancelled.

(xiii) the licenses / endorsements issued under sub-rule (3) for brackishwater farms shall be valid as long as CAA registration is valid. As per the existing norms, the CAA registrations are valid for 5 years only, hence the license of APSADA shall be kept under invalidated condition by the software once the registration of CAA has lapsed. As soon as the CAA registration is renewed, software shall automatically revalidate the license. The process of renewals are given under sub-rules (12) and (13).

(xiv) License / endorsement shall be given for one unit only. If any person/ firm is operating more than one unit, separate license / endorsement shall be obtained for each unit.

(xv) In case of issuance of license/endorsement to leased units, the license / endorsement shall remain in valid condition only in the lease agreement period. Once the lease agreement period lapses, the license shall automatically kept under invalid condition by the software. SMS / e-mail

alert shall be sent to the license holder to this effect. In case if the license agreement is extended by the same person/firm/company, online request shall be made for revalidating the license/ endorsement. In case if a new person / firm / company enters into lease agreement, procedure described under sub-rule (4) shall be followed for the transfer of license / endorsement in the name of new lease holder.

(xvi) Operators shall submit a proof of payment of Profession Tax under "AP Tax on profession, trades, callings and Employments Act 1987" along with service request form for grant of Endorsement/ License for Aquaculture Business Operations.

(xvii) the abstract of process for issuance of endorsements / licenses and their renewals is given in brief in Annexure VI.

(2) Common Process for all Licenses / Endorsements:

(i) The applicant shall register on-line and login to file the appropriate service request form (please refer Annexure-I), if any fee is payable, the applicant shall pay the fee online (fee details are given in Annexure-II). Necessary documents shall be uploaded. Once the request is successfully filed, a reference number shall be generated and SMS & e-mail (if applicable) alert shall be sent to the applicant and this information shall be made visible on the dashboard of the concerned Digital Assistant Village Secretariat. The applicant shall have the option of downloading the acknowledgement at this stage, or

(ii) To facilitate the applicants who do not have facility / expertise to fill online service request form, option of filling the service request form physically (offline) at the Village / Ward Secretariat shall be available. If service request form is filled and signed by the applicant offline, the Digital Assistant shall fill service request form online and upload the scanned copy of the service request form signed by the applicant for record purpose along with necessary documents. In such cases, the Digital Assistant shall make sure that the Service Request is in full shape with all required documents. The Digital Assistant has to facilitate the applicant to rectify defects, if any. Once the service request is successfully filed online, a reference number shall be generated and SMS & e-mail (if applicable) alert shall be sent to the applicant. The Digital Assistant at Village / Ward Secretariat shall download the acknowledgement and hand it over to the applicant by affixing his/her signature. This process shall be completed at Village/ Ward Secretariat as soon as possible across the counter but in any case on the same day.

(iii) Service request filed under clause (i) or (ii) shall be forwarded to the Village Fisheries Assistant/ Village Veterinary Assistant/ In-charge officer of the Village/ Ward Secretariat for verification.

(iv) After verification, the service request shall be forwarded to the next level, within 24 hours (1 day). Incase if he/ she fails to comply with the time period allotted to him/her, the software shall automatically forward it by invoking "deemed" provision.

(3) Endorsement on existing license of both freshwater and brackish water aquaculture farms:

(i) Process described under sub-rule (2) shall be followed by using Service Request Form – 1, and thereafter;

(ii) the service request shall be forwarded to the concerned Aquaculture Inspector by the software. The Aquaculture Inspector shall verify the details in the service request form and enclosures. After verification, the Aquaculture Inspector shall forward the application to the Member Secretary, DLIC along with remarks (if any) and recommendation as soon as possible but not later than three (3) days from the date of receiving the application in his/her login. Incase if the Aquaculture Inspector fails comply with the time period allotted to him/her, the software shall automatically forward it by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent by the software to the applicant in this regard;

(iii) On receipt of application in his/her login, the Member Secretary, DLIC shall verify the details and enclosures once again and thereafter, basing on remarks and recommendation of the Aquaculture Inspector, shall issue endorsement, as soon as possible but not later than two (2) days, failing which the software shall automatically issue endorsement by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard;

(iv) The applicant may get printout of the endorsement **(Form-9)** by logging into his/her login (if applicable) or from the concerned Village Secretariat. The concerned Digital Assistant at Village / Ward Secretariat shall arrange the printout of endorsement certificate **(Form-9)** to the applicant across the counter as and when the applicant approaches Village / Ward Secretariat;

(v) In case if the conditions for the grant of endorsement are not complied, the service request shall be rejected by the Member Secretary, DLIC duly furnishing the reasons for rejection **(Form-23)**. SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant need to apply again, if wishes so, by duly rectifying the defects and paying the prescribed fee **(Annexure-II).**

(4) Transfer of License of freshwater aquaculture farms:

(i) Process described under sub-rule (2) shall be followed by using Service Request Form - 2, and thereafter;

(ii) The service request shall be forwarded to the concerned Aquaculture Inspector by the software. The Aquaculture Inspector shall verify the details in the service request form and enclosures. After verification, the Aquaculture Inspector shall forward the application to the Member Secretary, DLIC along with remarks (if any) and recommendation as soon as possible but not later than three (3) days from the date of receiving the application in his/her login. Incase if the Aquaculture Inspector fails comply with the time period allotted to him/her, the software shall automatically forward it by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent by the software to the applicant in this regard;

(iii) On receipt of application in his/her login, the Member Secretary, DLIC shall verify the details and enclosures once again and thereafter, basing on remarks and recommendation of the Aquaculture Inspector, shall issue

"Transfer of License/ Registration", as soon as possible but not later than two (2) days, failing which the software shall automatically issue "Transfer of License/ Registration" by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard;

(iv) The applicant may get printout of the "Transfer of License/ Registration" **(Form-10)** by logging into his/her login (if applicable) or from the concerned Village Secretariat. The concerned Digital Assistant at Village / Ward Secretariat shall arrange the printout of "Transfer of License/ Registration" **(Form-10)** to the applicant across the counter as and when the applicant approaches Village / Ward Secretariat;

(v) In case if the conditions for the grant of "Transfer of License/ Registration" are not complied, the service request shall be rejected by the Member Secretary, DLIC duly furnishing the reasons for rejection **(Form-23)**. SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant need to apply again, if wishes so, by duly rectifying the defects and paying the prescribed fee **(Annexure-II)**.

(5) Certificate of Cultivation (CoC) (for both freshwater and brackish water aquaculture farms):

(i) Process described under sub-rule (2) shall be followed by using Service Request Form - 3, and thereafter;

(ii) the service request shall be forwarded to the concerned Aquaculture Inspector by the software. The Aquaculture Inspector shall verify the details in the service request form and enclosures. After verification, the Aquaculture Inspector shall forward the application to the Member Secretary, DLIC along with remarks (if any) and recommendation as soon as possible but not later than three (3) days from the date of receiving the application in his/her login. Incase if the Aquaculture Inspector fails comply with the time period allotted to him/her, the software shall automatically forward it by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent by the software to the applicant in this regard;

(iii) On receipt of application in his/her login, the Member Secretary, DLIC shall verify the details and enclosures once again and thereafter, basing on remarks and recommendation of the Aquaculture Inspector, shall issue "Certificate of Cultivation", as soon as possible but not later than two (2) days, failing which the software shall automatically issue "Certificate of Cultivation" by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard;

(iv) The applicant may get printout of the "Certificate of Cultivation" **(Form-11)** by logging into his/her login (if applicable) or from the concerned Village Secretariat. The concerned Digital Assistant at Village / Ward Secretariat, shall arrange the printout of "Certificate of Cultivation" (Form-11) to the applicant across the counter as and when the applicant approaches Village / Ward Secretariat;

(v) In case if the conditions for the grant of "Certificate of Cultivation" are not complied, the service request shall be rejected by the Member Secretary, DLIC duly furnishing the reasons for rejection **(Form-23)**. SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant need to apply again, if wishes so, by duly rectifying the defects and paying the prescribed fee (Annexure-II).

(6) License for new freshwater aquaculture farm (within Aquaculture Zone):

(i) Process described under sub-rule (2) shall be followed by using Service Request Form - 4, and thereafter;

(ii) the service request shall be forwarded to the concerned Aquaculture Inspector by the software. The Aquaculture Inspector shall verify the details in the service request form and enclosures. After verification, the Aquaculture Inspector shall forward the service request to the Member Secretary, DLIC along with remarks (if any) and recommendation as soon as possible but not later than three (3) days from the date of receiving the service request in his/her login. Incase if the Aquaculture Inspector fails comply with the time period allotted to him/her, the software shall automatically forward it by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent by the software to the applicant in this regard;

(iii) On receipt of service request in his/her login, the Member Secretary, DLIC shall verify the details and enclosures once again and thereafter, basing on remarks and recommendation of the Aquaculture Inspector, shall issue "License", as soon as possible but not later than two (2) days, failing which the software shall automatically issue "License" by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard;

(iv) The applicant may get printout of the "License" (Form-12) by logging into his/her login (if applicable) or from the concerned Village Secretariat. The concerned Digital Assistant at Village / Ward Secretariat shall arrange the printout of "License" (Form-12) to the applicant across the counter as and when the applicant approaches Village / Ward Secretariat;

(v) In case if the conditions for the grant of "License" are not complied, the service request shall be rejected by the Member Secretary, DLIC duly furnishing the reasons for rejection (Form-23). SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant need to apply again, if wishes so, by duly rectifying the defects and paying the prescribed fee (Annexure-II).

(7) License for new freshwater aquaculture farm (Outside Aquaculture Zone):

(i) Process described under sub-rule (2) shall be followed by using Service Request Form - 5, and thereafter;

(ii) the service request shall be forwarded by the software to all the official members of the Mandal Level Committee (MLC) individually. Each official members of the MLC shall verify the details in the application and enclosures. After verification, the concerned official member of MLC shall forward the application to the next level along with remarks (if any) and recommendation as soon as possible but not later than six (6) days from the date of receiving the service request in his/her login. Incase if any official Member of MLC fails to comply with the time frame, the software shall automatically forward the service request by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent by the software to the applicant in this regard;

(iii) thereafter, the software shall forward the service request, along with the remarks of the official members of the MLC, to all the official members of the DLIC individually. All official members of the DLIC shall verify the details in the service request, enclosures and remarks of the official

members of the MLC. After verification, the concerned official member of DLIC shall forward the service request to the next level along with remarks (if any) and recommendation as soon as possible but not later than five (5) days from the date of receiving the service request in his/her login. Incase if any Official Member of DLIC fails comply with the time frame, the software shall automatically forward the service request by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent by the software to the applicant in this regard;

(iv) thereafter, the software shall forward the service request to Member Secretary, DLIC, who shall arrange to issue the "License" with the approval of Chairman, DLIC within three (3) days failing which the software shall automatically issue license by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant may get printout of the "License" **(Form-13)** by logging into his/her login (if applicable) or from the concerned Village Secretariat. The concerned Digital Assistant, shall arrange the printout of "License" (**Form-13)** to the applicant across the counter as and when the applicant approaches Village / Ward Secretariat;

(v) In case if the conditions for the grant of "License" are not complied, the service request shall be rejected by the Chairman, DLIC duly furnishing the reasons for rejection **(Form-23)**. SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant need to apply again, if wishes so, by duly rectifying the defects and paying the prescribed fee **(Annexure-II)**.

(8) Issuance of licenses for new Brackish water Aquaculture Farms (For less than 2 Ha within Aquaculture Zone):

(i) Process described under sub-rule (2) shall be followed by using CAA Form - I, and thereafter;

(ii) the service request shall be forwarded to the concerned Aquaculture Inspector by the software. The Aquaculture Inspector shall verify the details in the service request and enclosures. After verification, the Aquaculture Inspector shall forward the service request with remarks (if any) and recommendations to the next level as soon as possible but not later than three (3) days from the date of receiving the service request in his/her login. Incase if the Aquaculture Inspector fails comply with the time frame, the software shall automatically do so by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent by the software to the applicant in this regard;

(iii) the service request shall be forwarded to all the Official Members of the DLC individually. After verification, the DLC Official Members shall forward the service request with remarks (if any) and recommendations to the Member Secretary DLC/ DLIC within five (5) days failing which the software shall automatically forward the service request by invoking "deemed" provision;

(iv) Thereafter, the Member Secretary, DLC/ DLIC shall obtain approval of the Chairman, DLC within two (2) days for forwarding the CAA Application in physical format to CAA and also to issue Conditional Licenses by APSADA;

(v) the Member Secretary, DLC shall take printout of the all the uploaded documents (including CAA Form-I) along with remarks / recommendations of the DLC members and shall send the same in physical format to CAA, Chennai for issuance of Registration Certificate under copy to Member Secretary, SLC;

(vi) upon approval of Chairman, DLC the software shall automatically issue Conditional License **(Form-14)** (with a condition that the license is valid only after the registration of the Farm by CAA) to the applicant in anticipation of the registration by CAA license. SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant may get printout of the "License" **(Form-14)** by logging into his/her login (if applicable) or from the concerned Village Secretariat. The concerned Digital Assistant shall arrange the printout of "License" **(Form-14)** to the applicant across the counter as and when the applicant approaches Village / Ward Secretariat;

(vii) In case if the conditions for the grant of "License" are not complied, the service request may be rejected by the Chairman, DLC by duly furnishing the reasons for rejection **(Form-23).** SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant need to apply again, if wishes so, by duly rectifying the defects and paying the prescribed fee **(Annexure-II)**.

(9) Issuance of licenses for new Brackish water Aquaculture Farms (For 2 Ha or more area in Aquaculture Zone) :

(i) Process described under sub-rule (2) shall be followed by using CAA Form - I, and thereafter;

(ii) the service request shall be forwarded to the concerned Aquaculture Inspector by the software. The Aquaculture Inspector shall verify the details in the service request and enclosures. After verification, the Aquaculture Inspector shall forward the service request with remarks (if any) and recommendations to the next level as soon as possible but not later than three (3) days from the date of receiving the service request in his/her login. Incase if the Aquaculture Inspector fails comply with the time frame, the software shall automatically do so by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent by the software to the applicant in this regard;

(iii) the service request shall be forwarded to the Official Members of the DLC individually. After verification, the DLC Official Members shall forward the service request with remarks (if any) and recommendations to the Member Secretary, DLC/ DLIC within five (5) days failing which the software shall automatically forward the service request by invoking "deemed" provision;

(iv) Thereafter, the Member Secretary, DLC, after obtaining approval of the Chairman, DLC, shall forward the service request to the official members of the SLC within a period of two (2) days failing which the software shall automatically forward the service request by invoking "deemed" provision;

(v) The official members of the SLC shall verify the details of service request and enclosures and forward it to the Member Secretary, SLC within seven (7) days failing which the software shall automatically forward the service request by invoking "deemed" provision;

(vi) Thereafter, the Member Secretary, SLC, after obtaining approval of the Chairman, SLC, shall take printout of the all the uploaded documents (including CAA Form-I) along with remarks / recommendations of the DLC & SLC members and shall send the same in physical format to CAA, Chennai for issuance of Registration Certificate under a copy to the Member Secretary, DLC within three (3) days;

(vii) upon approval of Chairman, SLC the software shall automatically forward information to the Member Secretary, DLC and thereafter the software shall automatically issue Conditional License (Form-15) (with a condition that the license is valid only after the registration of the Farm by CAA) to the applicant in anticipation of the registration by CAA license. SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant may get printout of the "License" (Form-15) by logging into his/her login (if applicable) or from the concerned Village Secretariat. The concerned Digital Assistant, shall arrange the printout of "License" (Form-15) to the applicant across the counter as and when the applicant approaches Village / Ward Secretariat;

(viii) In case if the conditions for the grant of "License" are not complied, the service request may be rejected by the Chairman, DLC by duly furnishing the reasons for rejection (Form-23). SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant need to apply again, if wishes so, by duly rectifying the defects and paying the prescribed fee (Annexure-II).

(10) Issuance of licenses for new Brackish water Aquaculture Farms (For less than 2 Ha outside Aquaculture Zone):

(i) Process described under sub-rule (2) shall be followed by using CAA Form - I, and thereafter;

(ii) the service request shall be forwarded to the official members of the MLC individually by the software. The Official Members of the MLC shall verify the details in the service request and enclosures. After verification, the MLC Official Members shall forward the service request with remarks (if any) and recommendations to the next level as soon as possible but not later than seven (7) days from the date of receiving the service request in his/her login. Incase if any Official Member of MLC fails comply with the time frame, the software shall automatically do so by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent by the software to the applicant in this regard;

(iii) Thereafter service request shall be forwarded to all the Official Members of the DLC individually. After verification, the DLC Official Members shall forward the service request with remarks (if any) and recommendations to the Member Secretary DLC/ DLIC within five (5) days failing which the software shall automatically forward the service request by invoking "deemed" provision;

(iv) Thereafter, the Member Secretary, DLC/DLIC shall obtain approval of the Chairman, DLC/DLIC within two (2) days for forwarding the CAA Application in physical format to CAA and also to issue Conditional Licenses by APSADA;

(v) the Member Secretary, DLC/DLIC shall take printout of the all the uploaded documents (including CAA Form-I) along with remarks / recommendations

of the DLC members and shall send the same in physical format to CAA, Chennai for issuance of Registration Certificate under copy to Member Secretary, SLC;

(vi) upon approval of Chairman, DLC the software shall automatically issue Conditional License **(Form-16)** (with a condition that the license is valid only after the registration of the Farm by CAA) to the applicant in anticipation of the registration by CAA license. SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant may get printout of the "License" **(Form-16)** by logging into his/her login (if applicable) or from the concerned Village Secretariat. The concerned Digital Assistant, shall arrange the printout of "License" **(Form-16)** to the applicant across the counter as and when the applicant approaches Village / Ward Secretariat;

(vii) In case if the conditions for the grant of "License" are not complied, the service request may be rejected by the Chairman, DLC by duly furnishing the reasons for rejection (Form-23). SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant need to apply again, if wishes so, by duly rectifying the defects and paying the prescribed fee (Annexure-II).

(11) Issuance of licenses for new Brackish water Aquaculture Farms (For 2 Ha or more area outside Aquaculture Zone) :

(i) Process described under sub-rule (2) shall be followed by using CAA Form - I, and thereafter;

(ii) the service request shall be forwarded to the official members of the MLC individually by the software. The Official Members of the MLC shall verify the details in the service request and enclosures. After verification, the MLC Official Members shall forward the service request with remarks (if any) and recommendations to the next level as soon as possible but not later than seven (7) days from the date of receiving the service request in his/her login. Incase if any Official Member of MLC fails comply with the time frame, the software shall automatically do so by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent by the software to the applicant in this regard;

(iii) Thereafter service request shall be forwarded to all the Official Members of the DLC individually. After verification, the DLC Official Members shall forward the service request with remarks (if any) and recommendations to the Member Secretary DLC/ DLIC within five (5) days failing which the software shall automatically forward the service request by invoking "deemed" provision;

(iv) Thereafter, the Member Secretary, DLC shall obtain approval of the Chairman, DLC within two (2) days for forwarding the service request to SLC, failing which the software shall automatically forward the service request by invoking "deemed" provision;

(v) Thereafter service request shall be forwarded to all the Official Members of the SLC individually. After verification, the SLC Official Members shall forward the service request with remarks (if any) and recommendations to the Member Secretary SLC within seven (7) days failing which the software shall automatically forward the service request by invoking "deemed" provision;

(vi) the Member Secretary, SLC shall obtain approval of the Chairman, SLC within three (3) days for forwarding the CAA Application in physical format to CAA and also to issue Conditional Licenses by APSADA;

(vii) the Member Secretary, SLC shall take printout of the all the uploaded documents (including CAA Form-I) along with remarks / recommendations of the DLC & SLC members and shall send the same in physical format to CAA, Chennai for issuance of Registration Certificate under copy to Member Secretary, DLC;

(viii) upon approval of Chairman, SLC the software shall automatically issue Conditional License (Form-17) (with a condition that the license is valid only after the registration of the Farm by CAA) to the applicant in anticipation of the registration by CAA license. SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant may get printout of the "License" (Form-17) by logging into his/her login (if applicable) or from the concerned Village Secretariat. The concerned Digital Assistant shall arrange the printout of "License" (Form-17) to the applicant across the counter as and when the applicant approaches Village / Ward Secretariat;

(ix) In case if the conditions for the grant of "License" are not complied, the service request may be rejected by the Chairman, DLC by duly furnishing the reasons for rejection (Form-23). SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant need to apply again, if wishes so, by duly rectifying the defects and paying the prescribed fee (Annexure-II).

(12) Renewal of registration by CAA for Brackish water Aquaculture Farms (For less than 2 Ha) : The option for filing the renewal request shall be available to the licensee from 120 to 90 days prior to the expiry of the registration. Under any circumstances, the request for renewal of registration shall be filed by the Licenses on or before 90 days prior to the expiry of the registration.

(i) Process described under sub-rule (2) shall be followed by using CAA Form - III, and thereafter;

(ii) The service request shall be forwarded to the concerned Aquaculture Inspector by the software. The Aquaculture Inspector shall verify the details in the service request and enclosures. After verification, the Aquaculture Inspector shall forward the service request with remarks (if any) and recommendations to the next level as soon as possible but not later than three (3) days from the date of receiving the service request in his/her login. Incase if the Aquaculture Inspector fails comply with the time frame, the software shall automatically do so by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent by the software to the applicant in this regard;

(iii) The service request shall be forwarded to all the Official Members of the DLC individually. After verification, the DLC Official Members shall forward the service request with remarks (if any) and recommendations to the Member Secretary DLC/ DLIC within five (5) days failing which the software shall automatically forward the service request by invoking "deemed" provision;

(iv) Thereafter, the Member Secretary, DLC shall obtain approval of the Chairman, DLC within two (2) days for forwarding the CAA Application in

physical format to CAA and also to revalidate licenses conditionally by APSADA;

(v) The Member Secretary, DLC shall take printout of the all the uploaded documents (including CAA Form-III) along with remarks / recommendations of the DLC members and shall send the same in physical format to CAA, Chennai for issuance of renewal of Registration Certificate under copy to Member Secretary, SLC;

(vi) Upon approval of Chairman, DLC the software shall automatically revalidate License conditionally **(Form-18)** (with a condition that the license is valid only after the renewal if registration by CAA) to the applicant in anticipation of the renewal of registration by CAA. SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant may get printout of the "Revalidated License" **(Form-18)** by logging into his/her login (if applicable) or from the concerned Village Secretariat. The concerned Digital Assistant, shall arrange the printout of "Revalidated License" **(Form-18)** to the applicant across the counter as and when the applicant approaches Village / Ward Secretariat;

(vii) In case if the conditions for the grant of "renewal" are not complied, the service request may be rejected by the Chairman, DLC by duly furnishing the reasons for rejection **(Form-23).** SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant need to apply again, if wishes so, by duly rectifying the defects and paying the prescribed fee **(Annexure-II).**

(13) Renewal of registration for Brackish water Aquaculture Farms (For 2 Ha or more area): The option for filing the renewal request shall be available to the licensee from 120 to 90 days prior to the expiry of the registration. Under any circumstances, the request for renewal of registration shall be filed by the Licenses on or before 90 days prior to the expiry of the registration.

(i) Process described under sub-rule (2) shall be followed by using CAA Form - III, and thereafter;

(ii) The service request shall forward to the concerned Aquaculture Inspector by the software. The Aquaculture Inspector shall verify the details in the service request and enclosures. After verification, the Aquaculture Inspector shall forward the service request with remarks (if any) and recommendations to the next level as soon as possible but not later than three (3) days from the date of receiving the service request in his/her login. Incase if the Aquaculture Inspector fails comply with the time frame, the software shall automatically do so by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent by the software to the applicant in this regard;

(iii) The service request shall be forwarded to the Official Members of the DLC individually. After verification, the DLC Official Members shall forward the service request with remarks (if any) and recommendations to the Member Secretary, DLC/ DLIC within five (5) days failing which the software shall automatically forward the service request by invoking "deemed" provision;

(iv) Thereafter, the Member Secretary, DLC, after obtaining approval of the Chairman, DLC, shall forward the service request to the official members of the SLC within a period of two (2) days failing which the software shall automatically forward the service request by invoking "deemed" provision;

(v) The official members of the SLC shall verify the details of service request and enclosures and forward it to the Member Secretary, SLC within seven (7) days failing which the software shall automatically forward the service request by invoking "deemed" provision;

(vi) Thereafter, the Member Secretary, SLC, after obtaining approval of the Chairman, SLC, shall take printout of the all the uploaded documents (including CAA Form-III) along with remarks / recommendations of the DLC & SLC members and shall send the same in physical format to CAA, Chennai for renewal of registration under a copy to the Member Secretary, DLC within three (3) days;

(vii) Upon approval of Chairman, SLC the software shall automatically forward information to the Member Secretary, DLC and thereafter the software shall automatically revalidate the License conditionally **(Form-19)** (with a condition that the license is valid only after the registration of the Farm by CAA) to the applicant in anticipation of the renewal of registration by CAA. SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant may get printout of the "Revalidated License" **(Form-19)** by logging into his/her login (if applicable) or from the concerned Village Secretariat. The concerned Digital Assistant, shall arrange the printout of "Revalidated License" **(Form-19)** to the applicant across the counter as and when the applicant approaches Village / Ward Secretariat;

(viii) In case if the conditions for the grant of "Renewal" are not complied, the service request may be rejected by the Chairman, SLC by duly furnishing the reasons for rejection **(Form-23)**. SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant need to apply again, if wishes so, by duly rectifying the defects and paying the prescribed fee **(Annexure-II).**

(14) License for innovative/ new aquaculture technologies:

(i) Process described under sub-rule (2) shall be followed by using Service Request Form - 6, and thereafter;

(ii) The service request shall be forwarded by the software to all the official members of the Mandal Level Committee (MLC) individually. Each official members of the MLC shall verify the details in the application and enclosures. After verification, the concerned official member of MLC shall forward the application to the next level along with remarks (if any) and recommendation as soon as possible but not later than six (6) days from the date of receiving the application in his/her login. Incase if any official Member of MLC fails to comply with the time limit, the software shall automatically forward the application by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent by the software to the applicant in this regard;

(iii) Thereafter, the software shall forward the application, along with the remarks of the official members of the MLC, to all the official members of the DLIC individually. All official members of the DLIC shall verify the details in the application, enclosures and remarks of the official members of the MLC. After verification, the concerned official member of DLIC shall forward the application to the next level along with remarks (if any) and recommendation as soon as possible but not later than five (5) days from the

date of receiving the application in his/her login. Incase if any Official Member of DLIC fails comply with the time limit, the software shall automatically forward the application by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent by the software to the applicant in this regard;

(iv) thereafter, the software shall forward the application to Member Secretary, DLIC, who shall arrange to issue the license with the approval of Chairman, DLIC within three (3) days failing which the software shall automatically issue license by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant may get printout of the License **(Form-20)** by logging into his/her login (if applicable) or from the concerned Village Secretariat. The concerned Digital Assistant at Village / Ward Secretariat, shall arrange the printout of License **(Form-20)** to the applicant across the counter as and when the applicant approaches Village / Ward Secretariat;

(v) In case if the conditions for the grant of License are not complied, the application may be rejected by the Chairman, DLIC duly furnishing the reasons for rejection **(Form-23).** SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant need to apply again, if wishes so, by duly rectifying the defects and paying the prescribed fee **(Annexure-II).**

(15) Endorsement of License/Registrations of Aquaculture Business Operations:

(i) Process described under sub-rule (2) shall be followed by using Service Request Form - 7, and thereafter;

(ii) The service request shall be forwarded to the concerned Aquaculture Inspector by the software. The Aquaculture Inspector shall verify the details in the service request and enclosures. After verification, the Aquaculture Inspector shall forward the service request to the Member Secretary, DLIC along with remarks (if any) and recommendation as soon as possible but not later than three (3) days from the date of receiving the service request in his/her login. Incase if the Aquaculture Inspector fails comply with the time frame, the software shall automatically do so by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent by the software to the applicant in this regard;

(iii) On receipt of service request in his/her login, the Member Secretary, DLIC shall verify the details and enclosures and thereafter, basing on remarks and recommendation of the Aquaculture Inspector, shall issue endorsement, as soon as possible but not later than two (2) days, failing which the software shall automatically issue endorsement by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard;

(iv) The applicant may get printout of the endorsement **(Form-21)** by logging into his/her login (if applicable) or from the concerned Village Secretariat. The concerned Digital Assistant at Village / Ward Secretariat, shall arrange the printout of endorsement **(Form-21)** to the applicant across the counter as and when the applicant approaches Village / Ward Secretariat;

(v) In case if the conditions for the grant of endorsement are not complied, the application may be rejected by the Member Secretary, DLIC duly furnishing the reasons for rejection **(Form-23)**. SMS & e-mail (if applicable) alert shall

be sent to the applicant in this regard. The applicant need to apply again, if wishes so, by duly rectifying the defects and paying the prescribed fee **(Annexure-II).**

(16) License for Aquaculture Business Operations:

(i) Process described under sub-rule (2) shall be followed by using Service Request Form-8, and thereafter;

(ii) The service request shall be forwarded by the software to all the official members of the Mandal Level Committee (MLC) individually. Each official members of the MLC shall verify the details in the service request and enclosures. After verification, the concerned official member of MLC shall forward the service request to the next level along with remarks (if any) and recommendation as soon as possible but not later than six (6) days from the date of receiving the service request in his/her login. Incase if any official Member of MLC fails to comply with the time limit, the software shall automatically forward the service request by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent by the software to the applicant in this regard;

(iii) Thereafter, the software shall forward the service request, along with the remarks of the official members of the MLC, to all the official members of the DLIC individually. All official members of the DLIC shall verify the details in the service request, enclosures and remarks of the official members of the MLC. After verification, the concerned official member of DLIC shall forward the service request to the next level along with remarks (if any) and recommendation as soon as possible but not later than five (5) days from the date of receiving the service request in his/her login. Incase if any Official Member of DLIC fails comply with the time limit, the software shall automatically forward the service request by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent by the software to the applicant in this regard;

(iv) Thereafter, the software shall forward the service request to Member Secretary, DLIC, who shall arrange to issue the license with the approval of Chairman, DLIC within three (3) days failing which the software shall automatically issue license by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant may get printout of the License **(Form-22)** by logging into his/her login (if applicable) or from the concerned Village Secretariat. The concerned Digital Assistant at Village / Ward Secretariat shall arrange the printout of License **(Form-22)** to the applicant across the counter as and when the applicant approaches Village / Ward Secretariat;

(v) In case if the conditions for the grant of License are not complied, the service request may be rejected by the Member Secretary, DLIC duly furnishing the reasons for rejection **(Form-23)**. SMS & e-mail (if applicable) alert shall be sent to the applicant in this regard. The applicant need to apply again, if wishes so, by duly rectifying the defects and paying the prescribed fee **(Annexure-II)**.

(17) Revision of fees payable for various licenses and endorsements: Fees payable for Licenses/Endorsements are given in **Annexure- II** and these fees shall be revised from time to time as per the procedure described under **Rule 31**.

13. Records to be maintained by Aquaculture Farms and Business operations:

(1) Following records to be maintained by Aquaculture Farms and Innovative/new aquaculture technologies: Farm record consisting details of

(i) Facilities and Infrastructure

(ii) Seed Stocking

(iii) Feeding

(iv) Sampling

(v) Health Management

(vi) Production details

(vii) ETP / Water Disposal Standards Observation

(viii) Technicians and Staff Particulars

(ix) Accounts

(x) Inspection details

(2) Following Records (whichever is applicable) to be maintained by Aquaculture Business Operations (other than Post-harvest):

(i) License/Registrations Certificates from Competent Authorities
(ii) Facilities and Infrastructure
(iii) Technicians and Staff Particulars
(iv) Safety Standards
(v) SOPS / Protocols
(vi) Sample / Quality testing
(vii) Inputs
(viii) Indents and Supply orders
(ix) Bill books / Invoices
(x) Stock Register for Aqua input Shops
(xi) Sales Register
(xii) Annual Turnover Register
(xiii) Accounts Register
(xiv) Audit Reports
(xv) Inspection Register
(xvi) Tests conducted register for Aqua labs

14. Protocols and procedures to be followed for inspections of Licensees:

(1) The Aquaculture Inspector shall make inspection as per the schedule allotted to him through the system generated randomized method.

(2) Shall collect samples as per the procedure described in Act.

(3) The collected samples should be labeled / sealed properly and sent to the Regional Laboratory and Referral Laboratory for further analysis with in stipulated time.

(4) Collection of supporting documents or evidences with photographs or videography shall be done to the extent possible.

(5) In case of non cooperation from Licensee, the Aquaculture Inspector shall break open the physical properties / facilities in the presence of Designated Committee (under sub rule (8)) and record inquest (Form No.34).

(6) Aquaculture Inspector shall submit the inspection report within two (2) days to the Member Secretary, DLIC from the date of inspection (Form No.35) .

(7) Aquaculture Inspection may take help of Police if necessary.

(8) The Designated Committee shall consist of –

(i) The Aquaculture Inspector – Chairman;

(ii) Representative of Revenue Department not below the rank of Revenue Inspector;

(iii) Representative of Police department not below the rank of Assistant Sub-Inspector;

(iv) Representative of Licensee.

(9) To ensure transparency in inspection system, the inspection of Aquaculture Inspectors shall be followed through system randomization. Inspection of Aquaculture Inspectors shall be done by the next higher cadre officer. Each Aquaculture Inspector shall be inspected at least quarterly once through system generated randomization.

(10) Sample Collectors of Third Party Agencies shall also be monitored by either Aquaculture Inspector or a next higher level officer through system generated randomization to evaluate their performance and to ensure transparency.

CHAPTER – V
QUALITY CONTROL ETC.,

15. Quality Standards:

(1) Quality standards for Aquaculture Seed and Fish Feed are given in Annexure VII shall be followed.

(2) Minimum standards to be maintained in Hatcheries and Fish Feed Plants are given in Annexure -VII shall be followed.

(3) New Quality standards for other aquaculture inputs or modifications of existing quality standards shall be as specified by APSADA through executive orders.

(4) Whenever, new Quality Standards are to be fixed or existing quality standards are to be modified, the Technical Committee shall prepare/modify the Quality Standards and shall submit them to the Executive Committee for approval.

(5) The Executive Committee shall have the powers to approve new / modified Quality Standards for any product / produce.

(6) In case if any of the Licensee wants to get approval for a new Fish Feed Ingredient/ Additive / Fish Feed variant / Functional Feed / Medicated Feed / Product/ ornamental feeds / micro-encapsulated feeds / hatchery feeds he/she shall follow the procedure described under Rule 16 of the Andhra Pradesh Fish Feed (QC) Rules, 2020 by using Form No.24.

(7) In case if any of the Licensee wants to get approval for Fish Feed for a new species, he/she shall follow the procedure described under Rule 17 of the Andhra Pradesh Fish Feed (QC) Rules, 2020 by using Form No. 24.

16. Laboratories:

(1) The list of regional and referral laboratories along with the tests conducted in them are furnished in Annexure-III.

(2) The list of equipment with technical manpower and facilities in Referral and Regional Laboratories requirement is given in the Annexure- IV.

(3) Till the establishment of regional laboratories, the Technical Advisory Committee shall empanel required number of private laboratories for the analysis of samples. NABL Accredited Laboratories shall be given priority for empanelment.

(4) System generated randomization method shall be followed for sending samples to such empanelled laboratories. Under any circumstances sample collected by a third party agency shall not be sent to laboratory being operated by same agency.

(5) In case if required, services of empanelled laboratories may be continued to be utilized even after the establishment of regional laboratories with the approval of DLIC.

17. Randomized sample collection and analysis: Procedure and protocols for randomized sample collection and analysis

(1) District wise database of all Aquaculture Inspectors shall be prepared and be maintained by APSADA on the web-portal for allotment of Aquaculture Inspectors for sample collection randomly.

(2) The list of third-party agencies identified and the Sample Collectors employed by such third-party agencies for the purpose of collection of samples shall also be uploaded in the software for sample collection by randomization.

(3) The data base shall also contain the details of all license holders of every district in the State.

(4) The randomization shall be done by computer software.

(5) If any Aquaculture Inspector intends to go on Tour/ On-duty / Leave, he/she shall fill such information in his/her login on the web-portal. Such information shall be forwarded to the Members-Secretary, DLIC for approval. Upon approval, the software will exempt the concerned Aquaculture Inspectors on Tour / On-duty/ Leave from the duty of sample collection during the period of absence.

(6) In case if the request submitted by the Aquaculture Inspector is rejected by the Members-Secretary, DLIC as per sub-rule (5) of Rule 17, the concerned Aquaculture Inspector shall be considered for allocation of sampling duty as usual.

(7) Sample collection tasks generated by the computer software by randomization shall be made visible online to the concerned Sample Collector, Third Party Agency, Aquaculture Inspector and the Member-Secretary, DLIC.

(8) All concerned sample collectors of Third Party Agency / Aquaculture Inspectors will get a system generated Authorization on his/her mobile containing the details of samples to be collected on that day.

(9) After receiving such system generated Authorization, the sample collectors of Third Party Agency / Aquaculture Inspectors shall collect sample as per procedure described under Rule 18 within 24 hours and such information shall be entered in the software.

(10) In case of any extraordinary circumstances, if the concerned Aquaculture Inspector unable to attend the task of sample collection, pending samples shall be taken for randomization by the software on the next day.

(11) The system generated report about the non-collection of samples shall be sent to the Member-Secretary, DLIC for taking necessary action on the concerned Third Party Agency / Aquaculture Inspector. This entire process of randomization shall be monitored and supervised by the Member-Secretary, DLIC at District level.

(12) System generated randomization shall be followed for sending the samples to empanelled laboratories. Under any circumstances sample collected by a Third Party Agency shall not be sent to laboratory being operated by same agency.

(13) At least one sample shall be collected from each licensee in a quarter without fail.

18. Sample Collection procedure:

(1) Procedure of collection, packing, sealing, marking, Labelling etc:

(i) The aquaculture inspector / Sample Collector of Third Party Agency is empowered to take any sample of any aquaculture inputs / aquaculture equipment/aquaculture produce for the purpose of analysis.

(ii) Whenever the Aquaculture Inspector / Sample Collector of Third Party Agency intend to take sample from licensee, he/she shall give notice (Form No. 25) in writing, then and there, of such intention to the person/firm from whom he/she intends to take sample.

(iii) The Aquaculture Inspector / Sample Collector of Third Party Agency shall take four representative samples in of required quantity (as mentioned in (Sub-rule (2). Of Rule 18 Mark and seal or fasten up each sample as its nature permits.

(iv) When samples are taken the Aquaculture Inspector / Sample Collector of Third Party Agency shall,-

(a) deliver one sample (1st representative sample) to the person/firm from whom it has been taken under proper acknowledgement (Form No. 26);

(b) send another sample (2nd representative sample) , for analysis to the nearest regional laboratory/ empanelled private laboratory (if applicable) (Form No. 27) for the area within which such sample has been collected; and

(c) send one of the sample (3rd representative sample) to the Referral Laboratory (Form No. 28), for analysis as and when required. The sample is to be preserved for a minimum period of 30 (thirty) days for analysis.

(d) the aquaculture inspector / Sample Collector of Third Party Agency shall retain the sample (4th representative sample) with him/her to use it as and when required.

(e) if licensee requests (Form No. 29) for sending one sample to NABL Accredited Private Laboratory, the aquaculture inspector / Sample Collector of Third Party Agency shall collect one additional sample and use it for this purpose. Upon payment of actual analysis charges, handling and departmental charges (if any), allotment of empanelled NABL Accredited Laboratory through randomization shall be done. Thereafter, the additional sample shall be sent to the randomly selected empanelled NABL Accredited Laboratory, for analysis (Form No. 30). In case if there is any variation in the results of Regional Laboratory / Referral Laboratory and NABL Accredited Private Laboratory, the result of Regional Laboratory / Referral Laboratory shall supersede over the result of NABL Accredited private Laboratory only if the concerned Regional Laboratory / Referral Laboratory has also got valid NABL Accreditation. In case if Regional Laboratory / Referral Laboratory does not have valid NABL

accreditation, the result of NABL Accredited private Laboratory shall supersede over the result of Regional Laboratory / Referral Laboratory.

(f) If the person from whom the sample/s taken refuses to accept one representative sample as mandated in the Act, the Aquaculture Inspector shall send such refused representative sample also to the Regional Laboratory with an intimation (Form No. 31) of such refusal and thereupon the Analyst at Regional Laboratory shall preserve the refused sample and shall deliver it to the Aquaculture Inspector as and when required.

(g) Where any sample of any aquaculture inputs/ aquaculture equipment/aquaculture produce is taken, its cost, calculated at the rate at which such material is usually sold to users/ aquaculture farmers, shall be paid in cash to the person from whom it is being taken under proper cash bill/ invoice.

(h) In case if there is any contravention of the sampling procedure under this Act with any other Quality Control Acts of the state, sampling procedure described in Quality Control Act for that material / input shall be followed.

(i) Sample collection photos along with geo-coordinates to be uploaded online at the time of sample collection for generation of sample code number by the software.

(j) any incidental expenditure incurred by the Aquaculture Inspector in enforcement of the Act / Rules shall be reimbursed from the APSADA Funds.

(2) Sample size, container type, and model, sealing method:

(i) Sample Size:

(a) Dry form samples—powder/pellets/granules: 500 gms or as required

(b) Liquid form samples- sanitizers/ chemicals/ fungicides: 500 ml or as required

(c) Sealed containers: probiotics/ larval feed tins/feed additives.—100-250 gms or as required

(d) Live Samples: Shrimp Seed: 500 Nos; Fish Seed: 200 Nos or as required. Others: As per the requirement

(e) Aquaculture Produce: As per requirement

(ii)Container type:

(a) Polythene bag packing

(b) Plastic bottles/jars/tins

(c) Any other container / package as per suitability

(iii) Sealing method:

(a) Stopper/cap of bottles or jars has to be securely fastened to prevent the leakage.

(b) Bottles/jars or containers wrapped by the strong thick paper. It should be securely tied with twine / thread. The edges of packing material are properly affixed by gum or other adhesive.

(c) The Aquaculture Inspector / Sample Collector shall obtain signatures of the licensee and one witness on a tag and attach the same to the sample and the tag shall also contain the signature of Aquaculture Inspector / Sample Collector; date of collection of sample; code number of sample. The tag shall be securely attached to the sealed container.

(d) In case if the person from whom the sample is collected, refuses to affix his/her signature or thumb impression, signature of another witness shall be taken.

19. Procedure to be followed by the Laboratory analyst at Regional / Referral Laboratory /Empanelled Private Laboratory on receiving sample:

(1) Once the sample is received at laboratory, the analyst shall verify the received package and shall ensure that the package is intact, free from cracks and leaks. The analyst shall also make sure that tag or slip (consisting of details mentioned in sub-clause (c) of clause (iii) of sub-rule (2) of Rule 18) is there with the container.

(2) If the analyst is satisfied that the container / sample is not damaged and contains all details, he / she shall acknowledge the receipt of sample (with remarks if any) online by uploading the information on the web-portal and a SMS / e-mail (if applicable) alert shall be sent to the concerned Aquaculture Inspector/ Sample Collector.

(3) If the Analyst observes damage to the sample and feels that it is not fit for analysis, the Analyst shall immediately report to the Aquaculture Inspector / Sample Collector about the damaged sample and shall request for providing alternative sample.

(4) Under receipt of information about the damaged sample, the Aquaculture Inspector / Sample Collector shall arrange to send the portion of sample retained with him (4th representative sample) (sub-clause (d) of clause (iv) of sub-rule (1) of Rule 18) through a special messenger.

(5) The samples must be preserved and properly stored in the laboratory till the analysis is completed. All the protocols of sample preservation must be followed by the Analyst.

(6) The Analyst at the Laboratory shall follow standard protocols/ procedures and shall complete the analysis at the earliest and in any case within seven (7) days from the date of receipt of sample.

(7) The report of sample analysis (Form No. 32) shall be uploaded by the Analyst on the web-portal. The report shall automatically be forwarded to the concerned Licensee, Aquaculture Inspector / Sample Collector and Member Secretary, DLIC for information purpose.

20. Procedure to be followed by the Licensing Authority in case of receiving a request from licensee for analysis by referral Laboratory and fee to be paid:

(1) The licensee if not satisfied with the result of analysis of regional laboratory/ empanelled laboratory (if applicable), may avail the option of analyzing the sample in referral laboratory (which is already sent to referral laboratory – 3rd representative samples).

(2) This option can be availed by the Licensee through Web-portal, mobile app or at Village Secretariat. The Licensee shall the file the service request form (Form No.33) within two (2) days from the date of receipt of result of Regional Laboratory by giving code number of sample for analyzing the sample by referral laboratory and shall remit the fee online (as given in Annexure –II).

(3) Whenever such service request is made by the aggrieved Licensee, the request shall automatically be forwarded by the software to the referral Laboratory under information to the concerned Aquaculture Inspector / Sample Collector and Member Secretary, DLIC.

(4) Upon receiving such request the Analyst shall follow procedure described in Rule 19).

21. Procedure to be followed by the Aquaculture Inspector for breaking open any premises or in the case of non-cooperation by the licensee:

(1) This option shall be exercised only if the owner or any person in occupation of the premises refuses to allow collection of sample(s).

(2) In case of non-cooperation of the licensee during the visit of Sample Collector, he or she shall inform the Aquaculture Inspector; in case of non-cooperation of the licensee during the visit of Aquaculture Inspectors or on receipt of such information from sample collector, the Aquaculture Inspector shall inform the Designated Committee about the incident and shall intimate them about the details such as place, date and time of the process.

(3) As far as possible the process shall be carried out during day time only. Under emergency conditions it may be carried out during night time also.

(4) The men and material required for the process shall be mobilized by the concerned Aquaculture Inspector well before the proposed date of the process.

(5) The process shall be carried out only in the presence of the Designated Committee.

(6) Care shall be taken to cause no/ minimal damage to civil structure or any other material while carrying out the process.

(7) The entire process shall be video graphed invariably.

(8) The sample shall be collected and / or seizure of the property shall be done after breaking open the premises.

(9) The inquest report shall be prepared in Form No.34 by the Designated Committee.

(10) The Aquaculture Inspector, after completion of the Inquest, shall submit Inspection Report (Form No. 35) online along with Inquest Record/ Report within three (3) days from the date of completion of Inquest to the Member-Secretary, DLIC for information and further necessary action.

(11) Upon receipt of such inquest report, the Member-Secretary, DLIC shall take action as per the provisions under Offenses and Penalties.

22. Standard Operating Procedures (SoPs) / Best Management Practices (BMPs):

(1) These are the standard procedures or management practices to be followed in Operations of Aquaculture and Aquaculture Business for increasing production, productivity and profitability.

(2) The SoPs/BMPs also help to mitigate the environmental risk and they make Aquaculture and Aquaculture Business sustainable in long run.

(3) SoPs / BMPs given by FAO, CAA, CIBA, CIFA, NBFGR, CIFT, Department of Fisheries, Government of India, Department of Fisheries, Government of Andhra Pradesh, SVVU, MPEDA, EIC, FSSAI, DCA and others shall be made available on the web-portal of APSADA.

(4) The licensees shall adhere to the SoPs/ BMPs and Advisories available on the APSADA web-portal.

23. Certification:

(1) General Conditions:

(i) Certification shall be by APSADA with the help of Third Party Agencies. Certification is done both to physical facilities of a production unit (also referred to as 'accreditation') and also the product produced from that production facility.

(ii) The application process for Certification shall be done online. Model service request forms, documents to be enclosed, fees to be remitted, estimated time period for the process and all other details shall be made available on the web-portal.

(iii) The service request can be filed by the applicant himself/herself on the Web-portal. The applicant has to make sure that all the required information is furnished and required documents are uploaded on the web-portal. Incomplete applications are liable to be rejected and fee remitted shall not be refunded under any circumstances.

(iv) To facilitate the applicants who do not have facility / expertise to fill online service request form, option of filling the service request form physically (offline) at the Village / Ward Secretariat shall be available. If service request form is filled and signed by the applicant offline, the Digital Assistant shall fill service request form online and upload the scanned copy of the service request form signed by the applicant for record purpose along with necessary documents. In such cases, the Digital Assistant shall make sure that the Service Request is in full shape with all required documents. The Digital Assistant has to facilitate the applicant to rectify defects, if any.

(v) However, if any service request received from any of the sources is found to be incomplete or erroneously filled, it shall be "recommended for rejection" by the officer who found the shortfall. Decision on the rejection of service request shall be taken only by the Licensing Authority. 'Recommended for rejection' shall be done as early as possible and in any case within 50% of the time period allotted to him/her for verification. The option of "recommended for rejection" shall not be available to the officer after 50% of the time allotted to him/her. This provision is kept to avoid last minute rejections.

(vi) Time limit of 50% mentioned in the clause (v) for rejecting shall not be applicable to the Licensing Authority.

(2) Common Process for all Certifications:

(i) The applicant shall register online and login to fill the appropriate service request form (please refer Annexure-I), if any fee is payable, the applicant shall pay the fee online (fee details are given in Annexure-II). Necessary documents shall be uploaded. Once the service request is successfully submitted, a reference number shall be generated and SMS & e-mail (if applicable) alert shall be sent to the applicant and same information shall be made visible on dash board of the concerned Digital Assistant Village Secretariat. The applicant shall have the option of downloading the acknowledgement at this stage, or;

(ii) To facilitate the applicants who do not have facility / expertise to fill online service request form, option of filling the service request form physically (offline) at the Village / Ward Secretariat shall be available. If service

request form is filled and signed by the applicant offline, the Digital Assistant shall fill service request form online and upload the scanned copy of the service request form signed by the applicant for record purpose along with necessary documents. In such cases, the Digital Assistant shall make sure that the Service Request is in full shape with all required documents. The Digital Assistant has to facilitate the applicant to rectify defects, if any. Once the service request is successfully submitted, a reference number shall be generated and SMS & e-mail (if applicable) alert shall be sent to the applicant. The Digital Assistant at Village / Ward Secretariat shall download the acknowledgement and hand it over to the applicant by affixing his/her signature. This process shall be completed at Village/ Ward Secretariat as soon as possible across the counter but in any case on the same day.

(iii) Service request filled under clause (i) of sub-rule (2) of Rule 23 or clause (ii) of sub-rule (2) of Rule 23 shall be forwarded to the Village Fisheries Assistant for verification.

(iv) After verification, the service request shall be forwarded to the next level, within 24 hours (1 day). Incase if he/ she fails to comply with the time period allotted to him/her, the software shall automatically forward it by invoking "deemed" provision.

(3) Certification of facilities of a Hatchery / Feed Plant (accreditation to Hatchery/Feed Plant):

(i) Process described under sub-rule (2) of Rule 23 shall be followed by using Service Request Form-36 for Hatchery and Service Request Form-37 Feed Plant, and thereafter

(ii) The service request shall be forwarded to the concerned Aquaculture Inspector by the software. The Aquaculture Inspector shall verify the details in the service request form and enclosures. After verification, the Aquaculture Inspector shall forward the application to the Member Secretary, DLIC along with remarks (if any) as soon as possible but not later than three (3) days from the date of receiving the application in his/her login. Incase if the Aquaculture Inspector fails comply with the time period allotted to him/her, the software shall automatically forward it by invoking "deemed" provision. SMS & e-mail (if applicable) alert shall be sent by the software to the applicant in this regard.

(iii) On receipt of application in his/her login, the Member Secretary, DLIC shall verify the details and enclosures once again and thereafter, shall forward the service request to the empanelled Third Party Agency for further necessary action

(iv) The empanelled Third Party Agency shall download all the service request form and all documents and shall visit the facility of the applicant and shall verify whether the requirements for according certification of the units are fulfilled or not.

(v) If all the requirements are fulfilled, the empanelled Third Party Agency shall send-back the service request with due recommendation in Form No.38 for hatcheries and in Form No.39 for feed manufacturing plants to the Member-Secretary, DLIC within fifteen (15) days from the date of receipt of application by them.

(vi) If any shortfalls are observed in the unit which can be rectified by the applicant within a short time, the empanelled Third Party Agency shall intimate the applicant online by furnishing necessary remarks (SMS and e-mail alert (if applicable) shall be sent) to fulfil the shortfalls with in a duration of fifteen (15) days from the date of their visit to the facility.

(vii) The applicant shall rectify the defects and shall upload such compliance information online.

(viii) On getting online information about the rectification of defects, the empanelled Third Party Agency shall visit the unit again, if all the shortfalls are fulfilled, the empanelled Third Party Agency shall send the service request with due recommendation in Form No.38 (for hatcheries) or in Form No.39 (for feed manufacturing plants) to the Member-Secretary, DLIC online within three (3) days from the date of their 2nd visit.

(ix) On receiving such recommendation from the empanelled Third Party Agency under clause (v) of sub-rule (3) of Rule 23 or clause (viii) of sub-rule (3) of Rule 23, the Member-Secretary, DLIC shall issue Certification to the unit with the approval of Chairman, DLIC in Form No. 40 for hatchery and in Form No. 41 for Feed plants.

(x) The validity period of the certification shall be five (5) years and subsequently to be renewed every five (5) years.

(xi) The entire process shall be completed within thirty (30) days from the date of receipt of application by the empanelled Third Party Agency.

(xii) If the applicant fails to fulfill the requirements / shortfalls referred under clause (vi) of sub-rule (3) of Rule 23 within the stipulated time of fifteen (15) days, the application automatically stands rejected by the software and the fee paid shall be forfeited. SMS and e-mail (if applicable) alert shall be sent to the applicant and such information shall be made visible on the dash board to the concerned Aquaculture Inspector and Member Secretary, DLIC.

(xiii) The applicant shall apply again for the certification of the production unit after duly rectifying the shortfalls observed by empanelled Third Party Agency.

(xiv) The empanelled Third Party Agency shall randomly (as per system generated schedule) inspect the certified units and ensure whether all the conditions are being met or not. During inspection, if the empanelled Third Party Agency finds that the conditions are not being fulfilled by the Licensee for certification of the Unit, then it shall intimate (online) the Member-Secretary, DLIC about the non-compliance. Upon on receipt of such intimation, the Member-Secretary, DLIC shall suspend the certification given to the unit, with the approval of the Chairman, DLIC. SMS / e-mail (if applicable) alert shall be sent to the Licensee in this regard.

(xv) The licensee shall, as soon as possible, within thirty (30) days in any case, rectify the defects in the unit and may submit such information online and remit fee (as given in Annexure-II) on the web-portal for revoking the suspension of the Certification to the Unit. Such request shall be forwarded by the software to the Member Secretary, DLIC and the information shall be made visible on the dashboard of the empanelled Third Party Agency.

(xvi) On receipt of such request in his/her login, the Member Secretary, DLIC shall verify the details and enclosures and thereafter, shall forward the

request online to the empanelled Third Party Agency for further necessary action.

(xvii) The empanelled Third Party Agency shall visit the facility of the applicant and shall verify whether the defects are rectified or not.

(xviii) If all the defects are rectified, the empanelled Third Party Agency shall send recommendation for revocation suspension of the unit to the Member-Secretary, DLIC.

(xix) Upon receiving such recommendation, the Member Secretary shall revoke the suspension with the approval of Chairman, DLIC. SMS and e-mail alert shall be sent to the applicant and the information shall be made visible on the dashboard of the concerned Aquaculture Inspector and empanelled Third Party Agency.

(xx) If the applicant fails to rectify defects as referred under clause (xv) of sub-rule (3) of Rule 23 within the stipulated time of thirty (30) days, the request for revoking of suspension stands rejected by the software and the fee paid shall be forfeited. SMS and e-mail (if applicable) alert shall be sent to the applicant and the information shall be made visible on dashboard of concerned Aquaculture Inspector and Member Secretary, DLIC in this regard.

(4) Certification of Aquaculture Seed/ Feed:

(i) Process described under sub-rule (2) shall be followed by using Service Request Form-42 for Aquaculture Seed and Service Request Form-43 for Feed, and thereafter.

(ii) The service request shall be forwarded to the concerned Aquaculture Inspector by the software. The Aquaculture Inspector shall verify the details in the service request form and enclosures. After verification, the Aquaculture Inspector shall forward the request to the Member Secretary, DLIC along with remarks (if any) as soon as possible but not later than three (3) days from the date of receiving the request in his/her login. Incase if the Aquaculture Inspector fails to comply with the time period allotted to him/her, the software shall automatically forward it by invoking “deemed” provision. SMS & e-mail (if applicable) alert shall be sent by the software to the applicant in this regard.

(iii) On receipt of application in his/her login, the Member Secretary, DLIC shall verify the details and enclosures once again and thereafter, shall forward the service request to the empanelled Third Party Agency for further necessary action.

(iv) The empanelled Third Party Agency shall download the service request form and all documents and shall visit the facility and verify whether in-house laboratory facilities and in-line quality analysis facilities and mechanism is available with the applicant or not.

(v) If such facilities are available with the applicant, then applicant shall be given orientation about the preserving sample of the product from every batch, testing of quality of product from every batch and uploading the results of analysis on the web-portal and other processes.

(vi) If empanelled Third Party Agency satisfies that the applicant has all the infrastructure, equipment, manpower to comply with the procedures and

quality standards for feed/seed (Annexure-VII) for according certification, the Third Party Agency shall recommend for the allotment of User ID and password to the applicant. Provision for entry of analysis reports of the product.

(vii) Such recommendation shall be forwarded by the software to the Member Secretary, DLIC. On receiving such recommendation, the Member Secretary shall allot User ID and password, SMS and e-mail alert shall be sent.

(viii) From the date of issuance of User ID and Password, ten (10) days of observation period shall commence. During this observation period, the applicant shall collect samples three times at least three representative samples from each batch of seed / feed produced.

(ix) 1st representative sample shall be analysed in the in-house laboratory and results of the analysis shall be uploaded on the web-portal on daily basis; and the remaining two representative samples shall be sealed and marked labelled. One sealed sample (2nd representative sample) shall be retained with the licensee while the other sealed sample (3rd representative sample) shall be sent to the empanelled Third Party Agency.

(x) The empanelled Third Party Agency shall randomly analyse samples received from the applicant and shall compare the results of analysis with the results uploaded by the applicants. If both results are consistent and matching during the observation period, recommendation (Form-44 for Aquaculture Seed & Form-45 for Feed) shall be given for according Certification to the product.

(xi) On receipt of recommendation from the empanelled Third Party Agency, the Member-Secretary, DLIC shall issue Certification to the specific product along with details of make, brand, production unit and product specifications with the approval of Chairman, DLIC in Form-46 for Aquaculture Seed and in Form-47 for Feed. SMS e-mail alert shall be sent to the applicant in this regard.

(xii) The applicant may download the Certificate and use it for selling of the certified product. For continuation of certification, the Licensee shall continue the sampling, analysis, sample forwarding, result uploading procedure described under clause (ix) of sub-rule (4) of Rule 23 without fail. If there is discontinuity in this process, Certificate shall be suspended.

(xiii) The validity period of the Certification of product shall be one (1) year and subsequently to be renewed every year by paying annual certification charges.

(xiv) If the applicant fails to fulfill the requirements referred under clause (x) of sub-rule (4) of Rule 23 during observation period of ten (10) days, the application automatically stands rejected by the software and the fee paid shall be forfeited. SMS and e-mail (if applicable) alert shall be sent to the applicant and the information shall be made visible on dashboard of concerned Aquaculture Inspector and Member Secretary, DLIC.

(xv) The applicant shall apply again for the certification of the product after duly rectifying the shortfalls observed by empanelled Third Party Agency.

(xvi) Apart from randomly analyzing the samples and comparing the results uploaded by the licensee on the web-portal, the empanelled Third Party Agency shall randomly (as per system generated randomization schedule)

inspect the units and ensure whether all the conditions are for certification of the product are being met or not. Inspections shall also be made when any complaint is received. At any point of time, if the empanelled Third Party Agency finds that the product is not complying with the mandatory standards for certification of the product, then it shall intimate (online) the Member-Secretary, DLIC about the non-compliance of quality standards. Upon receipt of such online intimation, the Member-Secretary, DLIC shall suspend the certification given to the product, with the approval of the Chairman, DLIC. Consequently the user account allotted to the licensee shall be deactivated. SMS / e-mail (if applicable) alert shall be sent to the Licensee in this regard.

(xvii) The licensee shall, as soon as possible, within thirty (30) days in any case, rectify the quality issues in the product and may submit such information and remit fee (as given in Annexure-II) on the web-portal for revoking the suspension of the Certification to the Product. Such request shall be forwarded by the software to the Member Secretary, DLIC and the same shall be made visible on the dashboard of the empanelled Third Party Agency.

(xviii) On receipt of such request in his/her login, the Member Secretary, DLIC shall verify the details and enclosures and thereafter, shall forward the request to the empanelled Third Party Agency for further necessary action.

(xix) The empanelled Third Party Agency shall visit the facility of the applicant and shall verify whether proper measures are put in place to assure quality of the product or not.

(xx) If the quality issues are addressed, the empanelled Third Party Agency shall recommend revocation of suspension of Certification of the product.

(xxi) On receiving such recommendation from the empanelled Third Party Agency, the Member-Secretary shall activate the User Account of the license and an observation period of ten (10) days shall come into effect again.

(xxii) Procedure described under clause (viii) to (x) of sub-rule (4) of Rule 23 shall be repeated.

(xxiii) On receipt of recommendation from the empanelled Third Party Agency, the Member-Secretary, DLIC shall revoke suspension on Certification to the Product with the approval of Chairman, DLIC. SMS e-mail alert shall be sent to the applicant in this regard.

(xxiv) If the applicant fails to rectify Quality issues as referred under clause (xvii) of sub-rule (4) of Rule 23 within thirty (30) days, the request for revoking of suspension stands rejected by the software and the fee paid shall be forfeited. SMS and e-mail (if applicable) alert shall be sent to the applicant the information shall be made visible on dashboard of the concerned Aquaculture Inspector and Member Secretary, DLIC.

CHAPTER-VI

OFFENSES & PENALTIES

24. Offences and penalties: The violations of any provision under APSADA Act and Rules shall be considered as an offense and attract penalty. Indicative list of offenses & penalties specified in Annexure- V.

25. Procedure to be followed by the Aquaculture Inspector for seizure and forfeiture of the stock (input/equipment/produce/service) of the person/firm who commits an offense:

(1) After receiving the online orders of the Licensing Authority, a notice (Form No. 48) shall be served online and offline to the defaulted licensee duly mentioning the details of nature and type of violation established / proved as per the provisions of the Act / rule and the action proposed to be initiated against it/him/her.

(2) After serving notice to the defaulted licensee, the Aquaculture Inspector shall proceed to the premises of the offense and take the following actions as detailed below:-

(i) Hatchery:

(a) Destroy the seed produced in the hatchery / farm.

(b) Close the premises/facility and not allow further continuation of the activity.

(c) The aquaculture inspector shall make sure that further functioning of the unit is stopped by taking appropriate action like disconnection of the power supply with the assistance of electricity department.

(ii) Aquaculture farm:

(a) Seize the aquaculture produce in the pond and auction it and remit the sale proceeds in the APSADA account.

(b) Close the premises/farm and not allow further continuation of the activity.

(c) The aquaculture inspector shall make sure that further functioning of the unit is stopped by taking appropriate action like disconnection of the power supply with the assistance of electricity department.

(iii) Inputs – Feed, feed supplements, aqua chemicals, aqua products, medicines etc., (manufacturers, distributors , retailers):

(a) Seize the material by locking the godown/ facility where the stock is stored.

(b) Transport vehicles found in the premises shall also be seized.

(iv) Equipment:

(a) Seize the material by locking the premises/facility where the stock is stored.

(b) Transport vehicles found in the premises shall also be seized.

(v) Services (lab):

(a) Lock the premises/ lab and not allowing the rendering of the services.

(b) The aquaculture inspector shall make sure that further functioning of the unit is stopped by taking appropriate action like disconnection of the power supply with the assistance of electricity department.

(vi) Post harvest operating units:

(i) Lock the premises/facility where the post harvest operations are carried out.

(ii) Not allow the further operations.

(iii) Transport vehicle found in the premises shall also be seized.

(iv) The aquaculture inspector shall make sure that further functioning of the unit is stopped by taking appropriate action like disconnection of the power supply by the assistance of concerned department.

(3) While carrying out the action, photos and videos of the action being taken shall be uploaded along with geo-coordinates online.

(4) After the action is carried out by the Aquaculture Inspector, the same may be informed online to the Member-Secretary, DLIC and SMS/e-mail alert shall be sent to the Licensee in this regard.

26. Procedure to be followed by Licensing Authority for Suspension / Cancellation of License:

(1) Licensing Authority should issue show-cause notice both online and offline as per the Act (Form-49) under acknowledgement.

(2) The Licensee shall submit reply along with supporting documents within thirty (30) days from the date of receipt of show cause.

(3) The Licensing Authority shall examine the reply and supporting documents.

(4) Licensing Authority shall take necessary action to ascertain the facts.

(5) If Licensing Authority satisfies that the provision/s of the Act is/are violated, shall issue order (Form-50) duly imposing suspension / Cancellation as per the existing provisions of the Act. In this order the reasons for imposing suspension / cancellation shall be mentioned. In case if defects are rectified by the licensee and reported (Form- 51), the Licensing Authority shall revoke the suspension.

(6) License once cancelled cannot be re-issued under any circumstances.

CHAPTER- VII

APPEAL

27. Procedure to be followed by the Aquaculture Controller/ Appellate Authority in disposing the appeals

(1) Any person who is aggrieved by the order passed by the Licensing Authority refusing to grant license /endorse a license; refusing to revoke suspension; passing order for cancellation; forfeiture / seizure of property and others may within thirty (30) days from the date of receipt of such order by him/ her, as case may be, and on payment of a fee (as given in Annexure-II) prefer an Appeal (Form No. 52) to the Aquaculture Controller who is the Appellate Authority.

(2) The Appellate Authority shall summon the Appellant (Form No.53) and the Licensing Authority/concerned officer (online intimation) along with all the supporting documents and shall hear the case physically or virtually.

(3) Based on the evidences and observations during hearing, the Appellate Authority shall dispose of the appeal within fifteen (15) days by issuance of necessary orders (Form No. 54) .

(4) Every order passed by the Appellate Authority/ Aquaculture Controller on an appeal preferred, shall be final.

CHAPTER-VIII

STAFF, INFRASTRUCTURE ETC.

28. Staff & Infrastructure for APSADA Head office:

(1) **Staff:-**

(i) Ex-Officio Chief Executive Officer (Commissioner of Fisheries)

(ii) Staff to be taken on Deputation basis:-

(a) Addl. CEO (Additional Director of Fisheries or Equal cadre) – 1

(b) Executive Director (JDF or Equal cadre) – 2

(c) Deputy Executive Director(DDF or Equal cadre) – 4

(d) Assistant Executive Director (ADF or Equal cadre) – 6

(e) Aquaculture Inspector (FDO or Equal cadre) – 6

[Technical staff of the APSADA must be working in the State Fisheries Department / SVVU/ICAR/ Department of Fisheries, GoI/ Dept. of Marketing / Any other Govt Organisation to be eligible for deputation]

[APSADA may avail the services of any in-service employee of Department of Fisheries / SVVU/ ICAR or any other Government Department /Any retired qualified Govt employees/ NGO towards a specific work / task. Such person shall be called as "Resource person". Resource persons shall be entitled for payment of TA/DA and honorarium from APSADA. Resource persons may be engaged by APSADA as and when required and there shall be no restriction on the number of resource persons engaged at any given point of time]

(iii) Staff to be taken on Contractual / Outsourcing/ Work-contract basis:-

(a) Aqua Consultants/Project Advisors– 2

(b) Aqua Technicians– 5

(c) Deputy Executive Engineer– 2

(d) Assistant Executive Engineer - 4

(e) Office Manager – 1

(f) Accounts Officer– 1

(g) System Administrator / Software/ web designer-2

(h) Data Entry Operators– 4

(i) Office Subordinates– 5

(j) Drivers -2

(k) Watchmen– 2

(iv) Job Chart of the staff:-

(a) CEO (Commissioner of Fisheries) : Head of APSADA

(b) Addl. CEO (Additional Director of Fisheries or equal cadre): General Administration – Supervise the activities of APSADA

(c) Executive Director-1 (Joint Director of Fisheries or equal cadre): Planning and Monitoring

(d) Executive Director-2 (Joint Director of Fisheries or equal cadre): Implementation, marketing and extension

(e) Dy. Executive Director -1 (Deputy Director of Fisheries or equal cadre): Brackishwater aquaculture

(f) Dy. Executive Director -2 (Deputy Director of Fisheries or equal cadre): Freshwater aquaculture

(g) Dy. Executive Director -3 (Deputy Director of Fisheries or equal cadre): Inland sector

(h) Dy. Executive Director -4 (Deputy Director of Fisheries or equal cadre): Marketing

(i) Assistant Executive Director- 1 (Assistant Director of Fisheries or equal cadre): Brackish water aquaculture

(j) Assistant Executive Director- 2 (Assistant Director of Fisheries or equal cadre): Freshwater aquaculture

(k) Assistant Executive Director- 3 (Assistant Director of Fisheries or equal cadre): Inland sector

(l) Assistant Executive Director- 4 (Assistant Director of Fisheries or equal cadre): Marketing

(m) Assistant Executive Director- 5 (Assistant Director of Fisheries or equal cadre): Extension

(n) Assistant Executive Director- 6 (Assistant Director of Fisheries or equal cadre): Monitoring & Evaluation

(o) Aquaculture Inspector (FDO or Equal cadre) 6 Nos for Technical Assistance

(v) Selection of the staff for deputation: Applications shall be invited for the posts. Interviews shall be conducted for the selection of candidates by the Technical Advisory Committee.

(vi) Salaries and emoluments for the staff: Salaries, emoluments and deputation allowance of the Deputed Staff from Fisheries and other Departments shall be paid as per the provisions under Foreign Service terms and conditions. Outsourcing staff salaries as per the norms of outsourcing corporation.

(2) Infrastructure facilities required for APSADA:

(i) Office Building: 10,000 SFT area shall be provided for establishing APSADA Head Office.

(ii) Vehicles: Hiring of vehicles shall be done as per the regulations of the Government in vogue.

(iii) Office Furniture: As per the requirement to all the above staff at APSADA office.

29. Third Party Agency:

(1) Any function/ task like collection of sample, analysis of sample, market intelligence data collection etc. may be outsourced to Third Party Agency.

(2) Selection of the Third Party Agency shall be done at the state level by the Technical Advisory Committee on the need basis.

(3) The list of selected Third Party Agencies shall be sent to all the DLICs for utilizing their services for any purpose of the Authority such as sample collection, sample analysis, assistance in certification and accreditation etc.

(4) The Licensing Authority shall ensure that all the Third Party Agencies are properly functioning in the District. Cross checking of the works done by the Third Party Agencies shall be done randomly. In case of any discrepancies are notice in the working of the Third Party Agencies, the DLIC shall recommend to Technical Advisory Committee for blacklisting the Third Party Agencies.

(5) Upon receiving such recommendations, Technical Advisory Committee shall blacklist the concerned Third Party Agency.

CHAPTER-IX
FINANCE & ACCOUNTS ETC.,

30. Finance, Budget, Accounts and Audit:

(1) Fund of the Authority:

(i) The Authority shall have its own Fund. The following shall be credited into the Fund of the Authority-apart from the amounts mentioned in the Act , the following shall be deposited into the APSADA Account:

(a) Aquaculture registration / license fee collected before the appointed day of APSADA: 10% of balance available in Districts before the appointed date of APSADA;

(2) Budget Estimates:

(i) The Executive Committee shall, in each financial year, prepare a budget for the AP State Aquaculture Development Authority.

(ii) The budget shall be prepared in the following form

(a) the estimated opening balance;

(b) the estimated receipts;

(c) the estimated expenditure classified under the following broad heads, namely-

i. Administration;
ii. Aquaculture Development;
iii. Export and Domestic Market Development
iv. Financial and other assistance/subsidy schemes;
v. Welfare
vi. HRD

vii. Statistics;
viii. Inspections;
ix. Works;
x. Others

(3) Budget Estimates:

(i) The Authority shall maintain accounts of all receipts and expenditure relating to every financial year.

(ii) The expenditure incurred in a particular financial year shall be shown under separate heads and Sub-heads.

(iii) The opening balance, if any, shall also be stated as such separately.

(iv) The closing balance of the year shall be shown at the foot of the accounts on the expenditure side.

(v) The books of accounts, other books in relation to the accounts, shall be maintained in the form as laid down in various General Financial Rules, Treasury Rules, Receipts and Payment Rules in force from time to time.

(4) Audit of Accounts:

(i) The CEO shall maintain proper books of accounts of income and expenditure, assets and liabilities and all other transactions of the Authority to be closed and balanced as on the 31st day of March each year. The annual audit of the accounts of the Authority shall be done as per rules and regulations in vogue.

(ii) The fee payable for conducting audit shall be met from the budget provided to Authority.

(5) Preparation of annual report:

(i) The Chief Executive Officer (CEO) of the Authority shall prepare, as soon as may be after the commencement of the each financial year the annual report which shall include an account of the activities of the Authority during the previous financial year which shall contain the following information –

(a) a statement of corporate and operational goals and objectives of the Authority;

(b) annual targets and physical and financial terms set for various activities with a brief review of the actual performance with reference to those targets;

(c) an administrative report on the activities of Authority during the previous financial year and an account of the activities which are likely to be taken up during the next financial year;

(d) important changes in policy and specific measures either taken or proposed to be taken, which have influenced or likely to influence the profitability or functioning of the Authority;

(e) new projects or expansion schemes with emphasis eco-friendly integrated practices contemplated together with their advantages, financial implications and programme for execution;

(f) important changes in the organizational setup of the Authority;

(g) report on such other miscellaneous subjects as deemed fit by the Authority.

(ii) The annual report shall be placed for adoption in the meeting of Executive Committee, and shall be signed by the Chairman, APSADA.

31. Fixation and Revision of Fees / Charges / Penalties

(1) The charges fixed under APSADA for providing various services like issuance of License, Certification and any other services and penalties imposed for various offenses are fixed for the first time under these Rules and are given in Annexure-II.

(2) The charges fixed as per sub-rule (1) Rule 31 are not fixed but are revisable from time to time.

(3) The Executive Committee shall have the powers to revise any Fee / charge / penalty collectable by APSADA.

(4) As and when need for revision of any Fee / charge / penalty arises, the Chief Executive Officer shall prepare and submit such proposal to the Executive Committee for approval.

(5) Upon the approval of Executive Committee, executive orders shall be issued by the Chief Executive Officer, APSADA to this effect. The revised rates will be effective from the date of issuance of executive orders or date of effect mentioned in such executive orders.

CHAPTER-X

MISCELLANEOUS

32. Precedence of Quality Control Acts (seed and feed) over APSADA

(1) If any acts is in force for the Quality Control of any input, such Act and rules made thereunder shall continue to be in force even after the enactment of APSADA Act and Rules framed thereunder.

(2) If provisions made under this Act or rules made thereunder, contravene with the provisions of the existing Quality Control Acts or rules framed thereunder, the provisions of such Quality Control Acts and rules framed thereunder shall prevail over this Act and rules.

(3) In case there is ambiguity in the interpretation of APSADA Act, rules made thereunder and Quality Control Acts and rules made thereunder, the decision of the Aquaculture Controlling Authority shall be final.

33. Formats and Forms:

(1) In case if any modifications required in various processes, formats, forms etc for operational convenience, such modifications shall be proposed by the Technical Committee and shall be submitted to the Executive Committee for approval.

(2) The Executive Committee shall be empowered to approve with /without modifications or reject the modifications.

(3) Upon approval of modification by the Executive Committee, the Chief Executive Officer shall issue executive orders to that effect.

34. Powers to frame regulations:

(1) In case if any procedures, process are to be elaborated or any clarifications are to be given with regard to provisions of the APASAD Act or rules thereunder, APSADA may frame regulations in consistent with the Act and Rules

(2) Whenever, regulations are to be framed under APSADA, the Technical Committee shall prepare the draft regulations and shall submit it to the Executive Committee for approval.

(3) The Executive Committee shall have the powers to approve regulations in consistent with the APSADA Act and Rules.

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

ANNEXURE-I
(Rule 12 (2)(i))
LIST OF FORMS UNDER APSADA RULES, 2020

S.NO	CONTENTS	New Form No	Rule No.
1	SERVICE REQUEST FORM FOR ENDORSEMENT ON EXISTING BOTH FRESHWATER AND BRACKISHWATER AQUACULTURE FARMS	1	12 (3) (i)
2	SERVICE REQUEST FORM FOR TRANSFER OF LICENSE FRESHWATER AQUACULTURE FARMS	2	12 (4) (i)
3	SERVICE REQUEST FORM FOR ISSUANCE OF CERTIFICATE OF CULTIVATION (COC) (FOR BOTH FRESHWATER AND BRACKISH WATER AQUACULTURE FARMS)	3	12 (5) (i)
4	SERVICE REQUEST FORM FOR LICENSE FOR NEW FRESHWATER AQUACULTURE FARM (WITHIN AQUACULTURE ZONE):	4	12 (6) (i)
5	SERVICE REQUEST FORM FOR LICENSE FOR NEW FRESHWATER AQUACULTURE FARM (OUTSIDE AQUACULTURE ZONE):	5	12 (7) (i)
6	SERVICE REQUEST FORM FOR REGISTRATION OF COASTAL AQUACULTURE FARM	Form-I of CAA Rule 9	12 (8) (i) 12 (9) (i) 12(10) (i) 12 (11)(i)
7	SERVICE REQUEST FORM FOR RENEWAL OF REGISTRATION OF COASTAL AQUACULTURE AUTHORITY FOR UNDERTAKING SHRIMP AQUACULTURE	Form-III of CAA Rule 9	12 (12) (i) 12 (13) (i)
8	SERVICE REQUEST FORM FOR LICENSE FOR INNOVATIVE/ NEW AQUACULTURE TECHNOLOGIES:	6	12(14) (i)
9	SERVICE REQUEST FORM FOR ENDORSEMENT OF LICENSE/ REGISTRATIONS OF AQUACULTURE BUSINESS OPERATIONS:	7	12(15) (i)
10	SERVICE REQUEST FORM FOR LICENSE FOR AQUACULTURE BUSINESS OPERATIONS	8	12(16) (i)
11	ENDORSEMENT ON EXISTING LICENSE OF FRESHWATER AQUACULTURE FARM AND BRACKISHWATER AQUACULTURE FARM	9	12(3) (iv)
12	CERTIFICATE OF TRANSFER OF LICENSE FOR FRESHWATER AQUACULTURE FARMS	10	12(4) (iv)
13	CERTIFICATE OF CULTIVATION	11	12(5) (iv)
14	LICENSE FOR NEW FRESHWATER	12	12(6) (iv)

	AQUACULTURE FARM (WITHIN AQUACULTURE ZONE):		
15	LICENSE FOR NEW FRESHWATER AQUACULTURE FARM (OUTSIDE AQUACULTURE ZONE):	13	12(7) (iv)
16	CONDITIONAL LICENSE FOR NEW/EXISTING BRACKISHWATER AQUACULTURE FARMS (FOR LESS THAN 2 HA WITHIN AQUACULTURE ZONE)	14	12(8) (vi)
17	CONDITIONAL LICENSES FOR NEW /EXISTING BRACKISHWATER AQUACULTURE FARMS (FOR 2 HA OR MORE AREA WITHIN AQUACULTURE ZONE)	15	12 (9) (vii)
18	CONDITIONAL LICENSE FOR NEW/EXISTING BRACKISHWATER AQUACULTURE FARMS (FOR LESS THAN 2 HA OUTSIDE AQUACULTURE ZONE)	16	12(10) (vi)
19	CONDITIONAL LICENSE FOR NEW/ EXISTING BRACKISHWATER AQUACULTURE FARMS (FOR 2 HA OR MORE AREA IN OUTSIDE AQUACULTURE ZONE)	17	12(11) (viii)
20	RENEWAL OF REGISTRATION BY CAA FOR BRACKISHWATER AQUACULTURE FARM (FOR LESS THAN 2 HA)	18	12(12) (vi)
21	RENEWAL OF REGISTRATION BY CAA FOR BRACKISHWATER AQUACULTURE FARMS (FOR 2 HA OR MORE AREA)	19	12(13) (vii)
22	LICENSE FOR INNOVATIVE/ NEW AQUACULTURE TECHNOLOGIES	20	12(14) (iv)
23	ENDORSEMENT ON LICENSE / REGISTRATIONS OF AQUACULTURE BUSINESS OPERATIONS	21	12(15) (iv)
24	LICENSE FOR AQUACULTURE BUSINESS OPERATIONS	22	12(16) (iv)
25	REJECTION FOR ISSUE OF LICENSE/ENDORSEMENT FOR AQUCULTURE FARMS/ AQUACULTURE BUSINESS OPERATIONS.	23	12
26	SERVICE REQUEST FOR APPROVAL OF NEW FISH INGREDIANT OR PRODUCT/ FISH FEED FOR NEW SPECIES	24	15(6) & (7)
27	NOTICE TO LICENSEE FOR SAMPLE COLLECTION	25	18(1) (ii)
28	ACKNOWLEDGEMENT TO LICENSEE FOR THE SAMPLE COLLECTED	26	18(1) (iv)(a)
29	SAMPLE SENT TO REGIONAL LABORATORY/EMAPANELLED PRIVATE LABORATORY FOR ANALYSIS	27	18(1) (iv)(b)
30	SAMPLE SENT TO REFERRAL LABORATORY FOR ANALYSIS	28	18(1) (iv)(c)
31	SERVICE REQUEST FORM BY LICENSEE FOR SENDING THE SAMPLE TO NABL ACCREDITED PRIVATE LABORATORY FOR ANALYSIS	29	18(1) (iv)(e)
32	SERVICE REQUEST FORM FORWARDING THE REQUEST OF LICENSEE FOR ANALYSIS TO ANY	30	18(1) (iv)(e)

	OTHER GOVT APPROVED LABORATORY		
33	ADDITIONAL SAMPLE SENT TO REGIONAL LABORATORY FOR ANALYSIS ON REFUSAL TO ACCEPT SAMPLE BY THE LICENSEE	31	18(1) (iv)(f)
34	REPORT OF SAMPLE ANALYSIS	32	19 (7)
35	SERVICE REQUEST FORM BY LICENSEE FOR TESTING OF SAMPLE IN REFERRAL LABORATORY ON THE RESULT OF REGIONAL LABORATORY	33	20(2)
36	RECORD /REPORT OF INQUEST	34	21 (9)
37	INSPECTION REPORT AFTER INQUEST	35	21 (10)
38	SERVICE REQUEST FORM FOR CERTIFICATION OF HATCHERIES	36	23 (3) (i)
39	SERVICE REQUEST FORM FOR CERTIFICATION OF FEED MANUFACTURING PLANTS	37	23 (3) (i)
40	INSPECTION REPORT FOR CERTIFICATION OF THE HATCHERY	38	23 (3) (v)
41	INSPECTION REPORT FOR CERTIFICATION OF THE FEED MANUFACTURING PLANT	39	23 (3) (v)
42	CERTIFICATION OF HATCHERY	40	23 (3) (ix)
43	CERTIFICATION OF FEED MANUFACTURE PLANT	41	23 (3) (ix)
44	SERVICE REQUEST FORM FOR CERTIFICATION OF SEED	42	23 (4) (i)
45	SERVICE REQUEST FORM FOR CERTIFICATION OF FEED	43	23 (4) (i)
46	TECHNICAL AGENCY INSPECTION REPORT FOR CERTIFICATION OF SEED	44	23 (4) (x)
47	TECHNICAL AGENCY INSPECTION REPORT FOR CERTIFICATION OF FEED	45	23 (4) (x)
48	CERTIFICATION OF SEED	46	23 (4) (xi)
49	CERTIFICATION OF FEED	47	23 (4) (xi)
50	NOTICE TO THE LICENSEE FOR SEIZURE AND FORFEITURE OF THE PROPERTY	48	25 (1)
51	SHOW-CAUSE NOTICE FOR SUSPENSION / CANCELLATION OF LICENSE	49	26 (1)
52	SUSPENSION / CANCELLATION OF LICENSE	50	26 (5)
53	REQUEST FOR REVOCATION OF LICENSE SUSPENSED BY LICENSING AUTHORITY	51	26 (5)
54	APPEAL TO THE APPELLATE AUTHORITY ON THE ORDER PASSED BY THE LICENSING AUTHORITY	52	27 (1)
55	NOTICE TO THE APPELLANT BY THE APPELLATE AUTHORITY TO APPEAR IN PERSON	53	27 (2)
56	DISPOSAL OF APPEAL BY APPELLANT AUTHORITY	54	27 (3)

ANNEXURE-II

(Rule 31(1))

(Note: The charges mentioned hereunder are not fixed but are revisable time to time as per Rule 31. The amendments in rates, if any, will be displayed on the web portal, and hence the Licensees are advised to visit the web-portal for latest rates)

I. License Fee payable for Aquaculture:

Category	Description	Fees payable (Rs)
1.	Endorsement for existing license for both freshwater and brackishwater aquaculture farms	Nil
2.	Transfer of license for freshwater aquaculture farms	1000/- per acre
3.	Issuance of Certificate of Cultivation for both freshwater and brackishwater aquaculture farms	500/- per acre
4.	License for new freshwater aquaculture farm within aquaculture zone	1000/- per acre
5.	License for new freshwater aquaculture farm outside aquaculture zone	1000/- per acre
6.	License for new brackishwater aquaculture farm of below 2 Ha within aquaculture zone	CAA Registration fee (as per CAA Rules) + Rs. 1000/- per acre for license under APSADA
7.	License for new brackishwater aquaculture farm of 2 Ha and above within aquaculture zone	
8.	License for new brackishwater aquaculture farm of below 2 Ha outside aquaculture zone	
9.	License for new brackishwater aquaculture farm of 2 Ha and above outside aquaculture zone	
10.	Renewal for new brackishwater aquaculture farm of below 2 Ha (both within and outside aquaculture zone)	Fee as per CAA Rules No fee for renewal under APSADA
11.	Renewal for new brackishwater aquaculture farm of 2 Ha and above (both within and outside aquaculture zone)	
12.	License for innovative/ new aquaculture technologies. [1. RAS, 2. Freshwater Cage culture, 3. Marine cage culture, 4. Marine Raft 5. Seaweed 6. Bio-floc 7. F.W Pen culture 8. Ornamental fish culture]	Rs. 50/- per M^2/M^3 for S No. 1 to 6; Rs. 1,000/- per acre for S.No.6 to 8;

II. License / Endorsement Fee payable by Aquaculture Business Operators for different Classifications:

A) Shrimp & Fish Hatchery Business Operations

Category	Description (Classification based on the registered capacity)	License Fee (Rs. in Lakhs)	Endorsement Fee (Rs. in Lakhs)
1.	Shrimp Hatchery of less than 40 million PL per year	1.00	0.50
2.	Shrimp Hatchery of 40 to 100 million PL per year	3.00	1.50
3.	Shrimp Hatchery of more than 100 million PL per year	5.00	2.50
4.	Small scale Fish Hatchery (1 to 10 million spawn per year)	0.20	0.10
5.	Large scale Fish Hatchery (more than 10 million spawn per year)	0.50	0.25
6.	Backyard Hatcheries (less than 1 million per year) (any species)	0.10	0.05

B. Aquaculture Feed Business Operations

Category	Description	Licence Fee/ Endorsement Fee (Lakhs)
Category – 1	Fish Feed Manufacturing (Large Scale) : Production capacity more than 1.00 lakh MT/Year	2.50
Category – 2	Fish Feed Manufacturing (Medium Scale) Production capacity 0.50 to 1.00 Lakh MT/Year	1.25
Category – 3	Fish Feed Manufacturing (Small Scale) Production capacity < 0.50 Lakh MT/Year	0.75
Category – 4	Fish Feed mixing / manufacturing for own usage within premises in which it is made	0.10
Category - 5	Manufacturing of fish feed ingredients and additives	1.25
Category – 6	Distribution of fish feed / fish feed ingredients / fish feed additives	0.50
Category – 7	Sale of fish feed / fish feed ingredients / fish feed additives	0.10

C. Fee to be paid for issue of License for New Feed Ingredient/ Additive / Fish Feed variant / Functional Feed / Medicated Feed / Product: As per actual expenditure charged by third party agency + 20% APSADA Service charges

D. Aquaculture Business Operations dealing with medicines, Sanitizers, Aquaculture equipment etc.,

Category	Description	License fee/ endorsement fee (Rs. In lakhs)
1	Manufacturers of the product/s	
	a) Firms having less than 50 lakhs business turnover per annum	0.20
	b) Firms having more than 50 lakhs turn over per annum	0.30
2	Dealers dealing with trading of the product/s	
	a) Firms having less than 25.00lakhs business turnover per annum	0.10
	b) Firms having more than 25.00 lakhs turnover per annum	0.20
3	Retail shops dealing in sale of products/s to the consumer	
	a) Firms having less than 25.00 lakh business turnover per annum	0.05
	b) Firms having more than 25.00 lakhs turn over per annum	0.10

E. Services- Labs, Technical Consultancy to the aquaculture

Category	Description	Licence Fee / Endorsement (Rs. In lakhs)
1	Aqua Labs	
	a) Labs equipped with water and soil analysis facilities	0.01
	b) Labs equipped with water and soil analysis, Microbiology, PCR and any other disease diagnostic facilities.	0.05
	c) Labs equipped with antibiotic residue testing facilities – Elisa, HPLCMSMS etc.,	0.25
2	Aquaculture Consultancy in individual capacity / as a firm	0.02

F. Post-Harvest Business Operations

Category	Description (Classification based on the registered capacity)	License fee/ Endorsement Rs. In lakhs	
		Plants that handle with shrimp	Plants that handle other than shrimp
1	Pre-processing Plants	1.00	0.50
2.	Processing Plants		
	a) Capacity: less than 20 tons capacity per day	5.00	1.00
	b) Capacity: 20-50 tons per day	10.00	2.00
	c) Capacity: 50 – 100 tons per day	15.00	3.00
	d) Capacity: More than 100 tons per day	20.00	4.00
3	Cold Storages/Freezing Plants		
	a) Cold storage of less than 50 ton capacity	0.50	0.10
	b) Cold storage of 50 to 100 ton capacity	1.00	0.20
	c) Cold storage of more than 100 ton capacity	1.50	0.30
4	Ice Plants		
	a) Capacity: less than 20 tons capacity per day	0.10	
	b) Capacity: 20-30 tons per day	0.20	
	c) Capacity: more than 30 tons per day	0.50	
5	Units dealing with Value addition	0.25	
6	Fish Packing Units	0.10	

III. Certification charges

A) Certification of facilities for five years			
Category	Details	Certification Charges (5 years)	Revocation of suspension
1	Shrimp hatcheries	Rs.1.00 lakh	Rs. 0.50 Lakh
2	Fish hatcheries	Rs.0.25 lakh	Rs. 0.10 Lakh
3	Feed Plants	Rs.1.00 lakh	Rs. 0.50 Lakh
B) Certification of the product for one year			
1	Shrimp seed	Rs.1.00 lakh	Rs. 0.50 Lakh
2	Fish seed	Rs 0.25 lakh	Rs. 0.10 Lakh
3	Fish and shrimp Feed	Rs.1.00 lakh	Rs. 0.50 Lakh

IV. Fee to be paid for appeal : Rs. 5,000/- per appeal

V. User Charges for Analysis Testing at Regional and Referral Laboratories under APSADA 2020

Sl. No.	Parameters	Fee
A. Water Quality Analysis Charges:-		
1.	pH, Temperature, D.O., Alkalinity, Hardness (calcium hardness and magnesium hardness),TDS,CO_2 and COD	100
2.	Salinity & pH	Free
3.	Plankton analysis	Free
4.	BOD	100
5.	COD	100

6.	Ammonia	100
7.	Nitrite	50
8.	Nitrate	90
9.	Phosphates	70
10.	Iron	50
11.	H_2S	80
12.	Chlorine	60
13.	Total Parameters	700
B. Soil Analysis Charges:-		
1.	Soil pH	Free
2.	Soil organic carbon	60
3.	Soil available Nitrogen	100
4.	Soil available Phosphates	50
5.	Other Soil minerals	50
C. Feed analysis Charges:-		
1.	Protein	200
2.	Fat	180
3.	Fiber	180
4.	Ash	60
5.	Moisture	60
6.	Sand silica	80
7.	All parameters	760
8.	Feed analysis by NIR All parameters (Protein, fat, fibre, ash, moisture)	200
9.	Atomic Spectroscopy: Aflo-toxins in feeds	3000
D. Microbiology & Histopathology Charges:-		
1.	Animal health check up by microscopic observation	Free
2.	Total Plate Count	100
3.	*Pseudomonas*	100
4.	*Aeromonas*	100
5.	Total Vibrio count	100
6.	Drug sensitivity	400
7.	Luminescence Bacteria	100
8.	Bio chemical tests	500
9.	Fungal tests	100
10.	Histopathology slide preparation	300
11.	*Streptocococcus*	200
12.	*Staphylococcus*	200
13.	*Flavobacterium*	200
14.	*Shegella*	200
15.	*E.coli*	200
16.	Any other bacteria	200
E. Quality Analysis Charges:-		
1.	Seed Quality for and health checkup of prawn and shrimp farmers	Free
2.	Seed quality for hatchery operators	50
	Nested PCR Method:	
3.	WSSV	750
4.	IHHNV	600
5.	EHP	750
6.	MBV	600
7.	HPV	600

8.	IMNV	750
9.	EMS	750
	RT-PCR Method:	
10.	WSSV	800
11.	EHP	800
12.	IHHNV	800
13.	Vibrio species	1200
	Antibiotics Residue Analysis Charges (ELISA):	
14.	Chloramphenicol	1500
15.	Nitrofuran metabolite – AOZ	1500
16.	Nitrofuran metabolite-AMOZ	1500
17.	Nitrofuran metabolite -AHD	1500
18.	Nitrofuran metabolite - SEM	1500
19.	Malachite green	1500
20.	Crystal violet	1500
21.	Sulphonamides (each compound)	1500
22.	Tetracyclines (each compound)	1500
	LCMSMS & GC MSMS Method:	
23.	Dyes (MG, LMG, CV, and LCV)	7000
24.	Antibiotics: (AOZ,SEM,AHD,AMOZ)	3500
25.	Sulphonamides (11 compounds)	4000
26.	Flouroquinolones (9 compounds)	4000
27.	Chloramphenicol	1700
28.	Tetracycline with 4 epimers (3 compounds)	3500
29.	Nitroimidazoles	3500
30.	Oxalinic acid and Nalidixixic acid	2300
31.	Organochlorine pesticides group and NDL PCBs	4700
32.	Steroids and Stillbenes (6 compounds)	5500
33.	Aflatoxin (B1& B2)	2300
34.	Formaldehyde	1200
35.	Anthelmintics (Ivermectin & Emamectin)	2800
36.	Heavy metals (As, Hg, Pd & Cd)	2300

ANNEXURE-III
(Rule 16 (1))

1. LIST OF REFERRAL LABORATORIES

Sl. No.	District	Location of lab	Facility available						
			Water & Soil Analysis	Micro Biology	Feed Lab (both Conventional and NIR)	PCR (both nested and RTPCR)	ELISA	LC MSMS	GC MSMS
1.	East Godavari	SIFT, Jagannacikpur Kakinada	✓	✓	✓	✓	✓	✓	✓

2. LIST OF REGIONAL LABORATORIES

Sl.No.	Name of the District	Mandal	Location of lab	Facility available				
				Water & Soil Analysis	Micro Biology	Feed Lab	PCR (both nested and RTPCR)	ELISA
1)	**Srikakulam**	Polaki, Narasannapet,Saravakota Jalumeru,Pathapatnam,Kotthuru, Bhamini, Hiramandalam.	Narasannapeta, Srikakulam	✓	✓	X	X	X
2)		Santhabommali, Kotabommali, Tekkali, Nandigam, Srikakulam	Near Tahsildar Office, Tekkali, Srikakulam	✓	✓	X	X	X
3)		Vajrapukotthuru, Mandasa	Palasa, Srikakulam	✓	✓	X	X	X
4)		Ichapuram, Sompeta,Kaviti	Near Venkateswara Swamy temple, Sompeta, Srikakulam	✓	✓	X	X	X
5)		Gara, Srikakulam,Etcherla,Ranasthalam,R.Amadalavalasa,Vangara,Palakonda.	Illishpuram, Office of JD Fisheries, skm	✓	✓	✓	✓	X
6)	Vizianagaram	all the mandals in vizianagaram	Vizianagaram	✓	✓	X	X	X
7)	Visakhapatnam	Nakkapalli, Payakaraopeta	Payakaraopeta, Visakhapatnam	✓	✓	✓	✓	X
8)		S.Rayavaram, rambilli, Atchuthapuram, V.Madugula, Devarapalli	Near ICDS office, Yelamanchili, Visakhapatnam	✓	✓	X	X	X
9)		Parawada, Pedagantyada, Bhimili	Bheemili-Kothru, viskhapatnam	✓	✓	X	✓	✓
10	E.G.Dist.	Pedapudi, karapa, kajulur, Tallarevu,	Nadakuduru, KarapaMandal, E.G.Dist.	✓	✓	X	X	X

		Bikkavolu, Anaparthi, Kadiam						
11		Katrenikona, I.Polavaram, Ainavailli, Mummidivaram	Mummidivaram, E.G.Dist.	✓	✓	X	X	X
12		Allavaram, Amalapuram, Ambajipeta, Uppalaguptam.	BesideVeterienaryTrgInstitue, Idarapalli, E.G.Dist.	✓	✓	✓	✓	X
13		Kapileswarapuram, K.Gangavaram, Alamuru, Mandapeta, Rayavayam, Atreyapuram, Ramachandrapuram	Draksharamam, E.G.Dist.	✓	✓	X	X	X
14		Malkipuram, Sakhinetipalli, Razole, Mamidikuduru, P.Gannavaram, Kothapeta	Tahasildaroffice ,Razole, E.G.Dist.	✓	✓	X	X	X
15		Kirlampudi, Yeleswaram, Prattipadu, Samalkota, Gandepalli, Peddapuram, Thondangi, Jaggampeta, U.kothaplli, Pithapuram, GollaproluRajamahendravaram, korukonda, Seethnagaram, Rajanagaram, Gokavaram	Near MPDO Office , Pithapuram	✓	✓	X	✓	X
16	W.G.Dist.	Narasapuram, Mogaltur	Narasapuram, W.G.Dist.	✓	✓	X	X	X
17		Bhimavaram, Palakoderu, Undi, Kalla	Bhimavaram, W.G.Dist.	✓	✓	✓	✓	✓
18		Marteru, Penumantra, Attili, Ganapavaram, Peravali, Nidadavolu, Undrajavaram	Marteru, W.G.Dist.	✓	✓	X	X	X
19		Bhimadole, Nidamarru, Unguturu, Kovvur, Chagallu	BesideMeeSeva, Opp to MRO Office, Bhimadole, W.G.Dist.	✓	✓	X	X	X
20		Palakollu, Achanta, Yaelamanchili,Pengonda	Palakollu, W.G.Dist.	✓	✓	✓	✓	✓
21		Eluru, Pedapadu, Denduluru	Eluru, W.G.Dist.	✓	✓	X	✓	✓

22		Undi, kalla, akiveedu	Akiveedu, W.G.Dist	✓	✓	✓	X	X
23	Krishna dist.	Gudivada, Nandivada, Pedaparupudi	Gudivada, Krishna Dist.	✓	✓	✓	✓	X
24		Machilipatnam, Pedana, Bantumilli, Kruthivennu	Machilipatnam, Krishna Dist.	✓	✓	✓	✓	X
25		Avanigadda, Nagayalanka, Koduru	Avanigadda, Krishna Dist.	✓	✓	X	✓	X
26		Kaikaluru, Kalidindi, Mandavalli, Mudinepalli	kaikaluru, krishna dist.	✓	✓	✓	✓	✓
27		Penamaluru(LCMSMS &GCMSMS facilities to be provided)	Penamaluru, Kankipadu.	✓	✓	✓	✓	✓
28	Guntur Dist.	Bapatla, P.V.palem,Katlapalem, Peddanandipadu, Kakumanu	Bapatla, Guntur Dist.	✓	✓	X	X	X
29		Repalle, Nagaram, Nizampatnam, Cherukupalli, Bhattiprolu	Repalle, Guntur Dist.	✓	✓	✓	✓	✓
30		Vinukonda, Bollapalli, Nujendla, Epuru, Savalyapuram, Narasaraopeta, Sattenapalli, Gurajala	Vinukonda, Guntur Dist.	✓	✓	X	X	X
31	Guntur District	Ponnuru	Nidabrolu, Guntur Dist.	✓	X	X	X	X
32	Prakasam Dist.	Vetapalem	Desaipeta, Vetapalem, Prakasam Dist.	✓	✓	X	X	X
33		Singarayakonda	Singarayakonda, Prakasam Dist.	✓	✓	✓	X	X
34		Ongole	Ongole, Prakasam Dist.	✓	✓	✓	✓	X
35	Nellore Dist	Kavali, Bogole, Allur	Near MROoffice,Kavali, Nellore	✓	✓	✓	✓	X
36		Vidavalur, Buchireddypalem, Sangam, Indukurpet, T.P Gudur, Nellore rural, Muthukur, Venkatachalam,	Bhaktavatsalanagar, near RTO office, Nellore.	✓	✓	✓	✓	✓

		Manubolu, Kota, Vakadu, Chillakur, Chittakur and Kovur.						

ANNEXURE-IV
(Rule 16(2))

1. LIST OF EQUIPMENT AND FACILITIES REQUIREMENT IN REFERAL LABORATORY

1.Water and Soil Analysis Lab	
Equipments& Instruments'	Salinometer / Refractometer, pH meter, DO meter, Turbidity meter, UV Visible Spectrophotometer, Flame photometer, EC meter, Redox meter, Kjeldhal distillation unit for nitrogen, Electronic balance.
Lab facilities	Furniture, Desk top, Glassware, Plastic ware, Cupboard& racks etc. and Test Kits, AC unit
	Partition for sample collection, preservation room, analysis room, water supply, Electricity arrangements, etc., safety arrangements for instruments as per Standard Operating Procedures
2.Microbiology/Disease Diagnosis	
Equipments& Instruments	Laminar flow, Hot air oven, Incubator, Autoclave, Colony counter, Microscope & Camera, Electrical balance.
Lab facilities	Furniture, Desk top, Glassware, Plastic ware, Cupboard& racks etc. and Test Kits, AC unit
	Partition for sample collection room ,inoculation room, Incubation chamber, sterilization room, water supply, Electricity arrangements, Cupboard& racks etc, safety arrangements for instruments as per Standard Operating Procedures
3.Seed Quality Testing / Disease Diagnosis (PCR Lab)	
Equipments& Instruments	Real-time PCR , Computer with printer, Refrigerated centrifuge, Table top centrifuge, -20^{o}c freezer with stabilizer, Vortex shaker, Thermal block, Domestic Refrigerator, Dry bath,Water bath, Ultrapure water purifier, Adjustable micropipettes, Electronic weighing balance.
Lab facilities	Furniture, Desk top, Glassware, Plastic ware, Cupboard& racks etc. and Test Kits, AC unit
	Partition for sample collection room ,DNA extraction ,DNA multiplication chamber, DNA detection room, Seed quality testing chamber, water supply, Electricity arrangements, safety arrangements for instruments as per Standard Operating Procedures
4.Feed and Feed Ingredients Analysis Lab	
Equipments& Instruments	Hot air Oven, Kjeldhal digestion and distillation System, Soxhlet system, Fibretec system, Muffle Furnace.

Lab facilities	Furniture, Desk top, Glassware, Plastic ware, Cupboard& racks etc. and Test Kits.
	Partition for sample collection, preservation room for samples & chemicals , Feed analysis chamber, water supply, Electricity arrangements, Cupboard& racks etc. safety arrangements for instruments as per Standard Operating Procedures
5.Antibiotics Residue Testing Labs (LC MS MS Labs)	
Equipments& Instruments	LC MS MS Complete Unit- with Mass spectroscopy, HPLC, UPS, vacuum pump, computer system, Argon gas cylinder, columns with 5 year warranty on the machine, Cooling Centrifuge 11,200 rpm, Orbital Shaker, Autoclavable Pipettes Electronic-set 1-10 ul, 10-100 ul 100-1000 ul, 10 ml, Oil free Compressor, Nitrogen Evaporator, Sonicator.
Lab facilities	Furniture, Desk top, Glassware, Plastic ware and Test Kits & AC unit.
	Partition for sample testing, sample preservation room, sample preparation room, result analysis chamber, water supply, Electricity arrangements, Cupboard& racks etc. safety arrangements for instruments as per Standard Operating Procedures
6.ELISA	
Equipment	ELISA Machine
Lab facilities	Furniture, Desk top, Glassware, Plastic ware and Test Kits, AC unit
	Partition for sample collection room , sample preparation room, sample testing room , water supply, Electricity arrangements, Cupboard& racks etc. safety arrangements for instruments as per Standard Operating Procedures
7.GCMS MS	
Equipment	GCMS MS Equipment
Lab facilities	Furniture, Desk top, Glassware, Plastic ware and Test Kits
	Lab arrangements(partition of chambers, Electricity, Water supply ,plat form etc) safety arrangements for instruments as per Standard Operating Procedures
8.NIR Lab	
Equipment	NIR Equipment.
Lab facilities	Furniture Requirement, Desk top, Tables & Lab furniture ,AC unit
	Electricity, Water supply, platform ,safety arrangements for instruments as per Standard Operating Procedures

2. **LIST OF EQUIPMENT AND FACILITIES REQUIREMENT IN REGIONAL LABORATORY**

1.Water and Soil Analysis Lab	
Equipments& Instruments'	Salinometer/Refractometer, pH meter, DO meter, Turbidity meter, UV Visible Spectrophotometer, Flame photometer, EC meter, Redox meter, Kjeldhal distillation unit for nitrogen, Electronic balance.
Lab facilities	Furniture, Desk top, Glassware, Plastic ware, Cupboard& racks etc. and Test Kits, AC unit
	Partition for sample collection, preservation room, analysis room, water supply, Electricity arrangements, etc., safety arrangements for instruments as per Standard Operating Procedures
2.Microbiology/Disease Diagnosis	
Equipments& Instruments	Laminar flow, Hot air oven, Incubator, Autoclave, Colony counter, Microscope & Camera, Electrical balance.
Lab facilities	Furniture, Desk top, Glassware, Plastic ware, Cupboard& racks etc. and Test Kits, AC unit
	Partition for sample collection room ,inoculation room, Incubation chamber, sterilization room, water supply, Electricity arrangements, Cupboard& racks etc, safety arrangements for instruments as per Standard Operating Procedures
3.Seed Quality Testing / Disease Diagnosis (PCR Lab)	
Equipments& Instruments	Real-time PCR , Computer with printer, Refrigerated centrifuge, Table top centrifuge, -20^{o}c freezer with stabilizer, Vortex shaker, Thermal block, Domestic Refrigerator, Dry bath, Water bath, Ultrapure water purifier, Adjustable micropipettes, Electronic weighing balance.
Lab facilities	Furniture, Desk top, Glassware, Plastic ware, Cupboard& racks etc. and Test Kits, AC unit
	Partition for sample collection room ,DNA extraction ,DNA multiplication chamber, DNA detection room, Seed quality testing chamber, water supply, Electricity arrangements, safety arrangements for instruments as per Standard Operating Procedures
4.Feed and Feed Ingredients Analysis Lab	
Equipments& Instruments	Hot air Oven, Kjeldhal digestion and distillation System, Soxhlet system, Fibretec system, Muffle Furnace.
Lab facilities	Furniture, Desk top, Glassware, Plastic ware, Cupboard& racks etc. and Test Kits.
	Partition for sample collection, preservation room for samples & chemicals , Feed analysis chamber, water supply, Electricity arrangements, Cupboard& racks etc. safety arrangements for instruments as per Standard Operating Procedures
5.NIR Lab	
Equipment	NIR Equipment.
Lab facilities	Furniture Requirement, Desk top, Tables & Lab furniture ,AC unit
	Electricity, Water supply, plat form ,safety arrangements for instruments as per Standard Operating Procedures

3. MAN POWER REQUIREEMENT FOR REFERAL AND REGIONAL LABORATORIES

Lab wise Man power for Aqua lab operations	One lab analyst and one lab assistant shall required to carry out analysis in each lab of water & soil analysis lab, Microbiology lab, Feed Lab, PCR lab, ELISA lab and two lab analysts and one lab assistant in each lab of LCMSMS and GCMSMS
Qualifications of Laboratory Analyst	The Lab Technicians engaging to the aqua labs shall have minimum requisite qualification based on the parameters to be tested as shown below: a. Water Quality and Soil Quality Analysis Lab: Bachelor of Fisheries Science/ Master of Fisheries Science / M.Sc. Aquaculture/ Fisheries/ Coastal Aquaculture/ Microbiology/ Marine Biology. b. Microbiology Lab: BSc. Microbiology/MSc. Microbiology. c. Feed & NIR Analysis: Bachelor of Fisheries Science/ Master of Fisheries Science or M.Sc. Aquaculture/Fisheries/ Coastal Aquaculture/ Marine Biology/ BSc/MSc food science and nutrition. d. PCR Analysis: Bachelor of Fisheries Science/Master of Fisheries Science/ M.Sc. Aquaculture/Fisheries/ Coastal Aquaculture/ Marine Biology and Biotechnology. e. ELISA, LCMS MS, GCMS MS: Experience in handling of LCMS MS/ GCMS MS/ ELISA lab with a minimum qualification as Master of Fisheries Science/ M.Sc. Aquaculture/ Fisheries/Coastal Aquaculture/MSc.Biochemistry/ MSc.Biotechnology/ Marine Biology.
Qualifications of Laboratory Assistant	1. The Lab Assistants engaging to the aqua labs shall have minimum requisite qualification based on the parameters to be tested as shown below: **a.** Water Quality, Soil Quality and Microbiology: Diploma in Fisheries Science/ Graduate with Science Background for Water and soil analysis lab and BSc. Microbiology for Microbiology Lab with experience in the laboratories. **b.** Feed, NIR and PCR analysis: Diploma in Fisheries Science/BSc food science and nutrition or Graduate with Science Background with experience in the laboratories. **c.** ELISA, LCMS MS, GCMS MS: Diploma in Fisheries Science/ Graduate with Science Background/BSc.Biotechnology/ BSc.Biochemistry with experience in the laboratories
Laboratory Analyst Duties and Responsibilities	1. Analysis of samples sent by any officer or person authorized by the Authority for the purpose and submission of the certificate of analysis to the authorities concerned. 2. Ensuring that the laboratory follows the scientific protocols laid down for handling/testing of samples. 3. Maintaining high standards of accuracy, reliability and credibility in the operation of the laboratory. 4. Update and calibrate lab analysis instrumentation comply with standard procedures and quality controls conduct regular computations, update records and reports for documentation purpose. 5. Lab analyst shall be impartial and maintain confidentiality and shall pass the proficiency test conducted by the CIBA, Chennai.

	6. On receipt of a package containing a sample for analysis from a Aquaculture Inspector or any other person, he shall check the seal and date on the container he received and shall note the conditions of the seal thereon. a. Provided that in case a sample container received by the Aquaculture Inspector is found to be in broken condition or unfit for analysis, he shall within a period of 2 days from the date of receipt of such sample duly inform the Aquaculture Inspector about the condition of the given sample and requisition to him for sending second part of the sample. 7. After the receipt of the sample under of section 28,analyse the sample and deliver the report of analysis, in duplicate in prescribed form to the Aqua Inspector within 1- 10 days (basing on the test) from the date of receipt of sample. 8. Provided that in case the sample cannot be analyzed within ten days of its receipt, he shall inform to the Superior Officer about the reasons and specifying the time to be taken for completion of analysis. 9. If any appeal against the report of Lab Analyst regarding analysis, received by the DFO he shall refer it to the referral Aquaculture laboratory and the report of the referral laboratory shall be final and binding.
Lab Assistant duties and responsibilities	1. Lab Assistant shall receive and process samples. 2. He/ She must clean and maintain work area and all lab equipment and supplies. 3. Lab Assistant shall do documentation of all activities of the labs. 4. He/ She must assist the analyst in performing the tests.

ANNEXURE –V

(Rule 24)

LIST OF OFFENSES AND PENALTIES

Note: Sufficient documentary evidence (such as invoices, photos, videos, lab reports, enquiry report, inquest report, geo-coordinates and others) shall be uploaded by the Aquaculture Inspector or sample collector)

A. Fish Feed:-

S.No.	Offense	Penalty					Appeal
		Suspension of licence	Seizure of stock	Cancellation of licence	Fine by dept.	Prosecution (Fine/ imprisonment/ forfeiture)	
1.	Doing Fish Feed Business without licence	-	Yes	-	Rs. 5,00,000	Yes	-
2.	Distribution/Sale of unapproved fish feed (1st instance)	-	Yes	-	Rs. 2,00,000	-	-
3.	Distribution/ Sale of unapproved fish feed (2nd instance)	Yes	Yes	-	Rs. 5,00,000	Yes	Yes
4.	In the case of fish feed made for sales in other states of India / export to other countries is distributed / sold in the Andhra Pradesh state (1st instance)	-`	Yes	-	Rs. 2,00,000	-	-
5.	In the case of fish feed made for sales in other states of India / export to other countries is distributed / sold in the Andhra Pradesh state (2nd instance)	Yes	Yes	-	Rs. 5,00,000	Yes	Yes

6.	The License was obtained by concealment or misrepresentation as to an essential fact/s;	-	Yes	Yes	Rs. 1,00,000	-	Yes
7.	Preventing FFI from exercising his/her powers (1st time)	-	-	-	Rs. 25,000	-	-
8.	Preventing FFI from exercising his/her powers (2nd time)	Yes	-	-	Rs. 50,000	-	Yes
9.	Preventing FFI from exercising his/her powers (3rd time)	-	Yes	Yes	Rs. 1,00,000	Yes	Yes
10.	Not providing fish feed samples when FFI asks for (1st time)	-	-	-	Rs. 25,000	-	-
11.	Not providing fish feed samples when FFI asks for (2nd time)	Yes	-	-	Rs. 50,000	-	Yes
12.	Not providing fish feed samples when FFI asks for (3rd time)	-	-	Yes	Rs. 1,00,000	Yes	Yes
13.	Physical attack on FFI or any other staff while performing his/her duty	Yes	Yes	-	Rs. 50,000	Yes	-
14.	Sale of expired feed	Yes	Yes	-	Rs. 50,000	Yes	Yes
15.	Sale of feed without proper label	Yes	Yes	-	Rs. 50,000	Yes	Yes
16.	Adulteration in feed proved by test report	-	Yes	Yes	Rs. 50,000	Yes	Yes

17.	Sub-standard feed proved by lab report for the 1st time during the licence period	-	Yes	-	Rs. 2,00,000	-	-
18.	Sub-standard feed proved by lab report for 2nd time during the licence period	Yes	Yes	-	Rs. 5,00,000	-	Yes
19.	Sub-standard feed proved by lab report for 3rd time during the licence period	-	Yes	Yes	Rs. 10,00,000	Yes	Yes
20.	If licensee carryout any fish feed business operations other than for which license is obtained	Yes	Yes	-	Rs. 1,00,000	-	Yes
21.	In case of fish feeds produced in other states / countries and contains adulterants, action to be taken on the licensee (1st instance)*	Yes	Yes	-	Rs. 1,00,000	-	Yes
22.	In case of fish feeds produced in other states / countries and does not comply with the approved standards, action to be taken on the licensee (2nd instance) *	-	Yes	Yes	Rs. 2,00,000	-	Yes
23.	Any other violation under Fish Feed Act / Rules	Yes	Yes	-	Rs. 50,000	-	Yes

B. Aquaculture Seed:-

SL. No.	Offense	Penalty					Appeal
		Suspension of licence	Seizure of stock	Cancellation of licence	Fine by dept.	Prosecution (Fine/ imprisonment / forfeiture)	
1.	Operation of Hatcheries / LRC/ Fish Seed Farms without licence	-	Yes	-	Rs. 1,00,000	Yes	-
2.	Distribution/Sale of uncertified Shrimp Seed (1st instance)	-	Yes	-	Rs. 50,000	-	-
3.	Distribution/Sale of uncertified Shrimp Seed (2nd instance)	Yes	Yes	-	Rs. 1,00,000	Yes	Yes
4.	The License was obtained by concealment or misrepresentation as to an essential fact/s;	-	Yes	Yes	Rs. 1,00,000	-	Yes
5.	Preventing ASI from exercising his/her powers (1st time)	-	-	-	Rs. 25,000	-	-
6.	Preventing ASI from exercising his/her powers (2nd time)	Yes	-	-	Rs. 50,000	-	Yes
7.	Preventing ASI from exercising his/her powers (3rd time)	-	Yes	Yes	Rs. 1,00,000	Yes	Yes
8.	Not providing Aquaculture Seed when ASI / Sample Collector asks for (1st time)	-	-	-	Rs. 25,000	-	-
9.	Not providing Aquaculture Seed when ASI / Sample Collector asks for (2nd time)	Yes	-	-	Rs. 50,000	-	Yes
10.	Not providing Aquaculture Seed when ASI / Sample Collector asks for (3rd time)	-	-	Yes	Rs. 1,00,000	Yes	Yes
11.	Physical attack on ASI or any other staff while performing his/her duty	Yes	Yes	-	Rs. 50,000	Yes	-

12.	Sub-standard Aquaculture Seed proved by lab report for the 1st time during the licence period	-	Yes	-	Rs. 50,000	-	-
13.	Sub-standard Aquaculture Seed proved by lab report for 2nd time during the licence period	Yes	Yes	-	Rs. 1,00,000	-	Yes
14.	Sub-standard Aquaculture Seed proved by lab report for 3rd time during the licence period	-	Yes	Yes	Rs. 2,00,000	Yes	Yes
15.	If licensee carryout any Aquaculture Seed production operations other than for which license is obtained	Yes	Yes	-	Rs. 50,000	-	Yes
16.	In case of Aquaculture Seed produced in other states / countries and does not comply with the quality standards and/or uncertified (1st instance)*	Yes	Yes	-	Rs. 50,000	-	Yes
17.	Unauthorized Collection and sale of wild seed (1st instance)	--	Yes	--	Rs. 50,000	--	--
18.	Unauthorized Collection and sale of wild seed (1st instance)	--	Yes	--	Rs. 1,00,000	Yes	Yes
19.	In case of Aquaculture Seed produced in other states / countries and does not comply with the quality standards and/or uncertified (2nd instance) *	-	Yes	Yes	Rs. 1,00,000	-	Yes
20.	In case of using farm reared L.vannamei as brood stock for producing the seed in hatcheries	--	Yes	Yes	Rs. 2,00,000	--	--
21.	Production/sale/ Distribution of banned	--	Yes	Yes	Rs. 1,00,000	--	--

	exotic species						
22.	Any other violation under Aquaculture Seed Act / Rules	Yes	Yes	-	Rs. 50,000	-	Yes

C. Other Aquaculture Business Operations:

S.No.	Offense	Penalty					Appeal
		Suspension of license	Seizure of stock	Cancellation of license	Fine	Prosecution (fine/ imprisonment/ forfeiture)	
1.	Doing Aquaculture without licence	-	Yes	-	Equal to the fee charged for issue of license under the APSDA Act and Rules	-	-
2.	Doing Aquaculture Business without licence	-	Yes	-	Equal to the fee charged for issue of license under the APSDA Act and Rules	Yes	-
3.	The License was obtained by concealment or misrepresentation as to an essential fact/s;	-	Yes	Yes	Twice the amount of fee charged for issue of license under the APSDA Act and Rules	-	Yes
4.	Preventing Aquaculture Inspector from exercising his/her powers (1st time)	-	-	-	Rs. 25,000	-	-
5.	Preventing Aquaculture Inspector from exercising his/her powers (2nd time)	Yes	-	-	Rs. 50,000	-	Yes
6.	Preventing Aquaculture Inspector from exercising his/her powers (3rd time)	-	Yes	Yes	Rs. 1,00,000	Yes	Yes
7.	Not providing samples when Aquaculture Inspector asks for (1st time)	-	-	-	Rs. 25,000	-	-
8.	Not providing samples when Aquaculture Inspector asks for (2nd time)	Yes	-	-	Rs. 50,000	-	Yes
9.	Not providing	-	Yes	Yes	Rs. 1,00,000	Yes	Yes

	samples when Aquaculture Inspector asks for (3rd time)						
10.	Physical attack on Aquaculture Inspector or any other staff while performing his/her duty	-	Yes	Yes	Rs. 50,000	Yes	-
11.	Sub-standard Aquaculture product proved by lab report for the 1st time during the licence period	-	Yes	-	Rs. 1,00,000 or license fee whichever is higher	-	-
12.	Sub-standard Aquaculture product proved by lab report for the 2nd time during the licence period	Yes	Yes	-	Rs. 2,00,000 or twice the license fee whichever is higher	-	Yes
13.	Sub-standard Aquaculture product proved by lab report for the 3rd time during the licence period	-	Yes	Yes	Rs. 3,00,000 or thrice the licence fee whichever is higher	-	-
14.	If licensee carryout any aquaculture business operations other than for which license is obtained	Yes	Yes	-	Rs. 1,00,000	-	Yes
15.	Unauthorized Collection and sale of wild seed (1st instance)	--	Yes	--	Rs. 50,000	--	--
16.	Unauthorized Collection and sale of wild seed (2nd instance)	--	Yes	--	Rs. 1,00,000	Yes	Yes
17.	Un authorised culture/ production/sale/distribution of banned exotic species	--	Yes	Yes	1,00,000	--	--
18.	Any other violation under Act / Rules	Yes	Yes	-	Rs. 50,000	-	Yes

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES 2020
ANNEXURE-VI
(See Rule 12 (1) (xvii))
ABSTRACT FOR LICENSES FOR AQUACULTURE ACTIVTIES

Category	License Type	Water (FW, BW, M)	Zone (AZ, NAZ)	Species (FF, SF, O)	Intensiveness (Extn., S. Int., Int.)	System*	Area (Acs)	Unit	Licensee Fee	Application Form	Process flow & Time	Approval Format	Rejection format	List of enclosures
1.	Endorsement	Any	Any	Any	Any	Any	Any	-NA-	Nil	Online (APSADA Form-1)	Digital Assistant VFA (1)+ FDO/AI(3) + DFO/MS. DLIC (2) = 06 Days	APSADA Form - 9	APSADA Form - 23	Old Lic./Old Reg. Ownership proof/ lease document AutoCAD Map; Aadhar card
2.	transfer of license/registration	FW	Any	Any	Any	Any	Any	Acre	Rs. 1,000/-	Online (APSADA Form-2)		APSADA Form - 10	APSADA Form - 23	Old Lic./Old Reg. Ownership proof/ lease document AutoCAD Map; Aadhar card
3.	Certification of Cultivation	Any	Any	Any	Any	Any	Any	Acre	Rs. 500/-	Online (APSADA Form-3)		APSADA Form - 11	APSADA Form - 23	Land document, AutoCAD map, Aadhar card
4.	New License	FW	AZ	Any	Any	1,2	Any	Acre	Rs. 1,000/-	Online (		APSADA	APSADA	Land ownership/

	(NL)									APSADA Form-4)		Form - 12	Form - 23	lease, AutoCAD Map, self affidavits; Aadhar card
5.	New License (NL)	FW	NAZ	Any	Any	1,2	Any	Acre	Rs. 1,000/-	Online (APSADA Form-5)	Digital Assistant VFA (1) + MLC(6) + DLIC (5) + Chrmn, DLIC (3) = 15 Days	APSADA Form - 13	APSADA Form - 23	--Do--
6.	New License (NL)	BW	AZ	Any	Any	1,2	< 2 Ha	Acre	CAA Registration Fee + Rs. 1,000/-	Online * (CAA Form I)	Digital Assistant VFA (1) + AI (3) DLC/DLIC (5) + MS, DLC/DLIC (2) = 11 Days (Conditional license:- License shall be valid only on obtaining CAA Registration)	APSADA Form - 14	APSADA Form - 23	CAA Form-I, Land/ lease document, AutoCAD Map (farm layout), ETP Design, Unit Economics,; Aadhar card

7.	New License (NL)	BW	AZ	Any	Any	1,2	2 Ha or above	Acre	CAA Registration Fee + Rs. 1,000/-	Online * CAA Form I	Digital Assistant VFA (1) + AI (3) DLC/DLIC (5) + MS, DLC (2) + SLC (7) + MS, SLC (3) = 21 Days (Conditional license:- License shall be valid only on obtaining CAA Registration)	APSA DA Form - 15	APSA DA Form - 23	CAA Form-I, Land/ lease document, AutoCAD Map (farm layout), ETP Design, Unit Economics,; Aadhar card
8.	New License NL	BW	NAZ	Any	Any	1,2	< 2 Ha	Acre	CAA Registration Fee + Rs. 1,000/-	Online # CAA Form I	Digital Assistant VFA (1) + MLC (7) + DLC/DLIC (5) + MS, DLC (2) = 15 Days (Conditional license:- License shall be valid only on obtaining	Form - 16	APSA DA Form - 23	CAA Form-I, Land/ lease document, AutoCAD map (farm layout), ETP Design, Unit Economics,; Aadhar card

											CAA Registration)			
9.	New License NL	BW	NAZ	Any	Any	1,2	2 Ha or above	Acre	CAA Registration Fee + Rs. 1,000/-	Online # CAA Form I	Digital Assistant VFA (1) + MLC (7) + DLC/DLIC (5)+ MS, DLC (2) + SLC (7) + MS, SLC (3) = 25 Days (Conditional license:- License shall be valid only on obtaining CAA Registration)	Form –17	APSA DA Form - 23	CAA Form-I, Land/ lease document, AutoCAD map (farm layout), ETP Design, Unit Economics,; Aadhar card
10.	Renewal; (request to made between 120-90 days prior to the expiry)	BW	Any	Any	Any	1,2	< 2 Ha	Acre	CAA Renewal Fee	Online # CAA Form III	Digital Assistant VFA (1) + AI (3) + DLC/DLIC (5) + MS, DLC (2) = 11 Days (Upon renewal, renewal	Form – 18	APSA DA Form - 23	CAA Form-III, Land/ lease document, AutoCAD map (farm layout), ETP Design, Unit Economics,; Aadhar card; old registration certificate

											details shall be uploaded on the web-portal for revalidation of APSADA license)			
11.	Renewal (request to be made between 120-90 days prior to the expiry)	BW	Any	Any	Any	1,2	2 Ha or above	Acre	CAA Renewal Fee	Online # CAA Form III	Digital Assistant VFA(1) + AI (3) + DLC/DLIC (5)+ MS, DLC (2) + SLC (7) + MS, SLC (3) = 21 Days (Upon renewal, renewal details shall be uploaded on the web-portal for revalidation of APSADA license)	Revalidated Form - 19	APSADA Form - 23	CAA Form-III, Land/ lease document, AutoCAD map (farm layout), ETP Design, Unit Economics,; Aadhar card; old registration certificate
12.	New License for Innovative/ New Aquaculture	Any	Any	Any	Any	3 to 10	Any	M^3/ M^2 for 3 to 7 Acr	50/- per m^2 or m^3 (for 3-7) Rs. 1,000	Online (Form-6)	Digital Assistant VFA (1) + MLC(6) + DLIC (5) + Chrmn,DLI	Form - 20	APSADA Form - 23	Land ownership/lease Geo-coordinates with AutoCAD

	technologies							es for 8-10	per Acre (for 8-10)		C (3) = 15 Days			Map; Aadhar card

*** System**: 1- Earthen Ponds; 2: HDPE Lined Ponds, Cement Cisterns, FRP Tanks;

Innovative/ New aquaculture technologies: 3. RAS 4. Freshwater Cage culture, **5.** Marine cage culture , 6. Marine Raft 7. Seaweed 8. Bio-floc 9. F.W Pen culture 10. Ornamental fish culture;

Abbreviations: AZ: Aquaculture Zone; BW: Brackishwater ; CoC: Certificate of Cultivation; Endt: Endorsement of Old license issued before appointed date of APSADA; Extn. : Extensive; FF: Finfish

FW: Freshwater; Int. : Intensive; NL: New License; NAZ: Non-Aquaculture Zone; O: Any group of aquatic organisms other than finfish & Shellfish; R: Renewal of existing license / Registration

S.Int. : Semi-intensive; SF: Shellfish

Note: If the applicant is unable to file the service request form online, he/she shall approach Village Secretariat. The Digital Assistant shall download the service request form, assist the applicant to fill it and get it signed by the applicant. The Digital Assistant shall ensure that the application is in full shape with all required documents. The Digital Assistant has to facilitate the applicant to rectify defects, if any. The Digital Assistant shall scan and upload the service request form along with all enclosures.

Description of Licensing Process of BW Aquaculture Farm:

The APSADA licenses issued to BW Aquaculture Farms are subjected to CAA regulations. At the time of application, the applicant shall apply in the CAA Format which is also used as input sheet for APSADA license issuance process. Once the details of the CAA application are uploaded on the APSADA Web-portal, the filled CAA Application From & the enclosures shall be scanned and uploaded by concerned Digital Assistant for further online process:- AI (3 Days - Only for Aquaculture Zone) » MLC (7days – Only for Non Aquaculture Zone) » DLC (7 Days) » SLC (10 days-if applicable). Upon approval, the Member Secretary DLC or SLC (as the case may be shall take print-out of the scanned application, enclosures & recommendations of DLC/SLC (if applicable) and forward the same to CAA for approval. Afterwards, the Member Secretary, DLIC shall issue the Conditional License (with a condition that the license is valid only after the registration of the Farm by CAA) to the applicant in anticipation of the registration by CAA. This process is designed to facilitate the applicant and to save time. Under any circumstances, the applicant shall not start construction / operation of BW Aquaculture Farm without getting CAA Registration (even if conditional license is issued by APSADA). If anyone does so, it is shall be considered as an offense and shall be punishable under both CAA as well as APSADA Acts. In case, if CAA rejects the application, conditional license issued to the applicant shall also stands cancelled.

ABSTRACT FOR LICENSES FOR AQUACULTURE BUSNIESS OPERATIONS

Category	License Type (Endt., & NL,)	Business operations	Capacity	Endorsement/ Licensee Fee	Application Form	Process flow & Time	Approval	Rejection	List of enclosures	Renewal (Y/N)
1.	Endorsement.	Any (1 to 12)	As per Annexure-1	As per Annexure-1	Online (Form-7)	Digital Assistant VFA (1)+ FDO/AI(3) + DFO/MS. DLIC (2) = 06 Days	Form - 21	APSADA Form - 23	OL/Old Reg. Aadhar card	No
2.	New License	Any (1 to 12)	As per Annexure-1	As per Annexure-1	Online (Form-8)	Digital Assistant VFA (1) + MLC(6) + DLIC (5) + Chrmn, DLIC (3) = 15 Days	Form - 22	APSADA Form - 23	Land document/ NOCs/ GST, Aadhar card	No

Abbreviations:

Endt: Endorsement of Old license issued before appointed date of APSADA; NL: New License for all units from appointed day of APSADA;
Business Operations:

1. Feed Plant; 2. Ice Plant; 3. Processing Plant; 4. Cold Storage; 5. Aqua Lab; 6. Aqua Input Shop; 7. Pre Processing Plant; 8. Fish packing unit;
9. Fish Hatchery 10. Shrimp Hatchery 11. Value added products; 12. Aquaculture consultancy services

ANNEXURE-VII
(Rule 15 (1) & (2))

I. Minimum Standards to be maintained in shrimp and fish seed hatcheries:

A) Minimum Standards for Shrimp Hatchery (for P.monodon) (As per CAA guidelines)

1. Hatchery operations can be broadly classified into brood-stock, larval/ post larval rearing and live feed management.
2. Since production of healthy seed is a primary step towards disease free farming, shrimp hatcheries are required to maintain strict sanitation, quarantine and quality control management to ensure bio-security and health management. The following guidelines should be adopted by the shrimp hatchery to ensure production of standard and homogeneous quality seed, which are pathogen free.
3. Water quality: Hatcheries should ensure good supply of oceanic quality seawater with the following optimal water quality characteristics in its rearing systems so as to avoid any stress to the larvae. This can be achieved by selecting a good site with the required water quality.
4. Recommended water quality parameters for shrimp hatcheries

Parameter	Tolerable limit	Optimal Levels
Temperature	18-36	28-32
Salinity (ppt)	**2- 33**	**2- 33**
pH	7.0-9.0	8.0-8.4
Dissolved Oxygen (ppm)	Above 4	Above 4
Ammonia- N (ppm)	Up to 0.1	Less than 0.01
Nitrite-N (ppm)	Up to 0.1	Less than 0.01

5. The water should be treated to remove all the suspended solids, dissolved nutrients and bacterial and viral pathogens. This could be achieved by following a good water treatment protocol, which includes- Sedimentation ,Water chlorination and dechlorination , Filtration with sand filters ,Filtration with activated carbon filter, Cartridge filtration up to 1 micron size and UV filtration/ Ozonation.
6. Spawner/ broodstock quality: Vertical transmission of viral pathogens from mother shrimps to larvae through the ovarian tissue is one of the sources of introduction of viral pathogens into the hatchery system. In addition to that any stress caused to the spawners will result in spawning of poor quality eggs. The following measures should be strictly followed to obtain good quality eggs.
7. The spawners should be individually in disinfected water and immediately transported individually under oxygen packing. Maintaining the spawners individually from the time of their capture is more important to avoid cross contamination with viral pathogens.
8. The broodstock should be quarantined on arrival at the hatchery to prevent the entry of pathogens.
9. Spawners/ broodstock, which do not have lesions, damage to gills, loss of appendages and red colouration, should only be selected.

10. Prophylactic treatment of spawners/ broodstock with formalin at 50 ppm for 1 hour under strong aeration should be done before introducing the stock into the hatchery/maturation system.
11. Spawners/ broodstock should be kept individually for acclimatization and screened for the presence of WSSV using a terminal portion of pleopods and for monodon baculo virus (MBV) from the faecal matter. Only spawners free from these pathogens should be taken into the hatchery/ maturation system.
12. Induced maturation under captive conditions: Healthy, pathogen free, immature, broodstock, collected from wild, after the prophylactic treatment and acclimatization should be taken into the maturation tanks and allowed to recover from the stress of capture and transportation for 4-5 days. Then they are induced to mature through eyestalk ablation following the guidelines given below:
13. Hard shelled, intermoult healthy female shrimps free from disease or injury having spermatophore in the thelycum should be selected for eyestalk ablation.
14. The females should be above 100 g in size for ensuring good quality eggs.
15. Eyestalk ablation is to be avoided for newly moulted and ready to moult female shrimps.
16. Electrocauterisation is the best way of ablating eyestalk since it causes minimum stress.
17. The ablated female shrimps are stocked in the maturation tanks along with unablated males @ 4 nos/ m2. Stocking of females and males in the ratio of 2: 1 ensures best mating success.
18. Fresh feeds such as clam (*Meritrix sp.*), mussel (*Perna viridis*) and squid (*Loligo* sp.) having similar amino acid profile as shrimps, polychaete worms, Artemia biomass rich in long chain poly-unsaturated fatty acids are used as maturation feeds. Feed should be provided in sufficient quantities by visual observation. Feeds like crabmeat, which are carriers of pathogens, should be avoided.
19. In addition to live feed items, pelleted feed fortified with polyunsaturated fatty acids (PUFA) such as arachidonic acid, eicosopentaenoic acid and decasohexaenoic acid should be used to ensure good egg quality.
20. Water quality should be maintained under optimal conditions with 100 percent to 200 percent water exchange per day.
21. Light intensity should be maintained low and the movement of personnel near the maturation tanks should not disturb the ablated shrimps.
22. Spawning and hatching: Wild spawners/ induced matured stock should be disinfected with formalin treatment before placing them individually in spawning tanks.
23. Feed should not be provided in the spawning tanks.
24. Spawned eggs should be collected, washed thoroughly and disinfected by formalin dip treatment and re-suspended in fresh seawater for hatching.
25. The quality of the eggs should be assessed within 2 hours after spawning when it will be easier to identify the fertilized and unfertilized eggs.
26. If the quality of eggs is very poor, it is advisable to discard the eggs.

27. Only active positively photo tactic nauplii should be collected for transfer to larval rearing tank.
28. Nauplii should be tested for WSSV before transfer to larval rearing tank.
29. Larval rearing/ nursery rearing: Nauplii from a single spawner should be reared separately to avoid cross contamination.
30. Stocking density of nauplii should be maintained at 50 no./l in larval rearing tanks.
31. Algal feed should be initiated before nauplii moult to zoea
32. Algal feed should be given in required quantity from cultures that are in exponential stage of growth.
33. Algal feed should be concentrated to avoid introduction of large quantities of algal culture water with its nutrient load.
34. Water quality in the larval rearing should be monitored for ammonia, nitrite and bacterial load.
35. Uniform aeration in all parts of the tanks should be provided through air diffuser stones placed @ 1 no/ sq. ft. This will keep the larvae and the algal feed uniformly distributed in the tank.
36. During water exchange, appropriate mesh size nets should be used for draining the water so as to facilitate the removal of faecal matter without stressing the larvae.
37. Artemia nauplii/ flake diets should essentially be used from Mysis II stage onwards along with the algal diet.
38. Prophylactic use of antibiotics or other drugs should be avoided and only permitted antibiotics, chemicals, etc should be used. Probiotics should be used to the maximum extent possible.
39. At PL5, the larvae should be collected from the larval rearing tanks, disinfected with formalin dip treatment and distributed in outdoor nursery tanks @ 15-20 nos/ litre.
40. During later stages of nursery rearing, along with artemia nauplii, other live feed items like clam meat or balanced compounded feed can be used.
41. Acclimatization to required salinity levels should be done gradually in the nursery stage of rearing.
42. Only PL20 should be sold to the farmers after testing its quality with reference to presence of Monodon Baculo Virus (MBV) and White Spot Syndrome Virus (WSSV).
43. At any stage of rearing, if WSSV is detected, the larvae from the whole tank should be discarded.
44. For long distance transportation, the seed should be packed in thermocol boxes at reduced temperature.
45. Supplementary feeds and raw materials should be properly handled and stored to avoid spoilage.
46. Algal culture: Algal culture should be maintained in pure form in indoor; temperature controlled rooms and used as started culture for outdoor mass culture.

47. It is advisable to use UV treated water for the pure culture of the algae, to prevent contamination.
48. The quality of the mass culture should be tested before feeding in larval rearing tanks.
49. Artemia hatching: Artemia cysts should be disinfected before keeping them for hatching.
50. Hatched artemia nauplii should be segregated from the cyst wall and un-hatched cysts before being used as feed in larval rearing tanks.
51. Only the nutritionally superior instar / nauplii should be used as feed.
52. General bio-security procedures: The quality of intake water is very important for healthy operation of a shrimp hatchery. The pollution free water drawn from natural sources should be filtered and possibly, sterilized before usage.
53. Movement of men, materials and paraphernalia between different sections of the hatchery should be controlled to avoid contamination.
54. Foot pits, washbasins, toilets, etc. should be provided to ensure adequate sanitation and hygiene in the hatchery premises.
55. The effluent water should be properly treated in a effluent treatment system before discharge. Regular monitoring of effluents to ensure environment standards stipulated.
56. Hatchery should have adequate facilities for pathology lab like microbiology/PCR facilities to check the health condition of brooders/seeds at different stages.
57. Diseased or moribund shrimps should be disposed off safely to prevent contamination of the stock.
58. Bio-filters, tanks, buckets, nets, etc. should be thoroughly washed and cleaned using sanitizers and dried thereafter. Regular disinfections should be carried out to ensure bio safety.
59. The hatcheries are required to monitor their effluents frequently so that the water quality standards remain within the limit stipulated in Table above . Considering the need for maintaining effluent discharge standards, effluent treatment system shall be mandatory for all hatcheries.
60. It is essential that hatcheries maintain proper records of their activities in various sections, for verification by the supervising agencies and also to ensure traceability and easy market access.
61. Shrimp hatcheries require large quantity of seawater for their day-to-day operations.
62. The water used in the hatchery and let out is likely to be contaminated with dissolved or suspended organic matter, nutrients, chemicals, antibiotics, etc. When contaminated water is discharged into open, it is likely to result in environmental pollution that could be detrimental to the hatchery operation itself, since intake and discharge points are nearby.
63. Therefore, it is necessary to properly treat the effluents so that the discharged water conforms to environment

B) Minimum Standards for *L. vannamei* Shrimp Hatchery (As per CAA guidelines)

1. The hatchery facilities should have strict bio-security control as detailed below:

   i. The physical separation or isolation of the different production facilities is a feature of good hatchery design. In existing hatcheries with no physical separation, effective isolation may also be achieved through the construction of barriers and implementation of process and product flow controls.

   ii. The hatchery facility should have a wall or fence around the periphery of the premises, with adequate height to prevent the entry of animals and unauthorized persons. This will help to reduce the risk of pathogen introduction by this route, as well as improve overall security.

   iii. Entrance to the hatchery should be restricted to the personnel assigned to work exclusively in this area and a record of personnel entering the facility should be maintained by the security personnel.

   iv. Hatchery staff should enter through a shower/dressing room, where they remove their street clothes and take a shower before entering another dressing room to put on working clothes and boots. At the end of the working shift, the sequence should be reversed.

   v. There should be means provided for disinfection of vehicle tyres (tyre baths at the gate), feet (footbaths containing hypochlorite solution at >50 ppm active ingredient), and hands (bottles containing iodine-PVP (20 ppm and/or 70% alcohol) to be used upon entering and exiting the unit.

   vi. Each functional unit of the hatchery should have independent water treatment facility and it should be isolated from all other water supply systems. Separate recirculation systems may be used for each functional unit of hatchery to reduce water usage and improve bio-security, especially in high-risk areas.

   vii. Water for the hatchery should be filtered and treated to prevent the entry of vectors and pathogens that may be present in the source water. This may be achieved by initial filtering through sub-sand well points, sand filters (gravity or pressure), or mesh bag filters into the first reservoir or settling tank. Following primary disinfection by chlorination, and after settlement, the water should be filtered again with a finer filter and then disinfected using ultraviolet light (UV) and/or ozone.

   viii. The water supply system may include use of activated carbon filters, the addition of ethylene diamine tetra acetic acid (EDTA) and temperature and salinity regulation.

   ix. The discharged water from the hatchery, should be held temporarily and treated with hypochlorite solution (>20 ppm active chlorine for not less than 60 min) or other effective disinfectant prior to discharge. This is particularly crucial where the water is to be discharged to the same location as the abstraction point.

   x. The seawater to be used in the facility must be delivered into a storage tank where it will be treated with hypochlorite solution (20 ppm active ingredient for not less than 30 minutes) followed by sodium thiosulfate (1 ppm for every ppm of residual chlorine) and strong aeration.

   xi. Used containers and hoses must be washed and disinfected with hypochlorite

solution (20 ppm) before further use.

xii. Each broodstock holding tank should have a separate set of implements which must be clearly marked and placed near the tanks. Facilities for disinfection of all the implements at the end of each day's use should be available.

2. No waste water shall be released out of the hatchery without chlorination and dechlorination, especially to prevent the escape of the larvae into the natural waters. Effluent Treatment System (ETS) should be designed to include this provision.
3. Only SPF broodstock cleared through the quarantine should be used in the hatchery for seed production.
4. Use of pond-reared broodstock is strictly prohibited.
5. Hatcheries involved in L. vannamei seed production should not use any other species within the hatchery premises.
6. Prophylactic use of antibiotics or other drugs should be avoided and only permitted antibiotics, chemicals, etc should be used. Probiotics should be used to the maximum extent possible.
7. Nauplii should not be sold to other hatcheries. Only tested and certified post larvae (PL) should be sold.
8. PL should be sold only to the farmers who have registered with the Coastal Aquaculture Authority (CAA) specifically for the culture of L. vannamei. A copy of the Certificate of Registration issued by CAA should be retained by the hatchery operator for inspection.
9. Detailed record of the seed production as well as sale including the name and address of the buyer/farmer should be maintained.
10. Any disease outbreak in the hatchery should be reported immediately to CAA.
11. CAA authorized personnel shall visit periodically to check the status of the broodstock, the seed production and sale.
12. The hatcheries should maintain a record of the imported broodstock with details of source, quantity imported, the number of mortality, eggs produced, nauplii produced, PL produced, PL sold, name and address of the farmer to whom sold,

C) Minimum Standards to be maintained in Finfish Hatchery

1. Brood Husbandry

a) Brood raising

i. Care should be taken in raising the Brood stock for recruitment of healthy prospective brood fish that prevents inbreeding depression and genetic drift in the Offspring.

ii. Healthy yearlings of desired species are collected from Natural grounds or from farm reared stock from different hatcheries and kept under Quarantine conditions for 2-3 months to avoid unhealthy or diseased fish to the hatchery system.

iii. The Size of the ponds for brood fish raising should be from 0.2 Ha to 0.5 Ha preferably rectangular in shape having a water depth of 1.5m.

iv. Stocking rate should be 1500 kg/Ha.

v. The ponds should be free from Aquatic weeds, Predatory and weed Fishes (Apply urea @ 100 to 250kg/Ha. After 12-24 hrs add Bleaching powder of 30% Chlorine @ 150 to 250 kg/Ha).

vi. Organic & Inorganic fertilizers should be added to obtain the desirable level of Phytoplankton.

vii. Lime Application should be done to maintain the water quality of the Brood pond.

viii. Feeding should be done @ 2-3% of the Body weight Once daily.

b) Brood Stock rearing

i. Professional Brood stock (Bred once in earlier year) of 2-3 years Old should be Selected.
ii. Stocking density should be 1000 kg/Ha.
iii. 25-30 % of the water of the pond should be replenished at least once in a month (from January to March).
iv. Prospective Spawners are selected and reared at least 5-6 months before the breeding season.
v. The stocking pattern of the main Species should be 60 % and the reaming should be 10 %.
vi. The Fish should be fed with a formulated diet containing 30 % protein.

2. Hypophysation

a) Pituitary gland

i. The freshly collected Pituitary gland (Donor fish -Common carp) should be preserved in Absolute Alcohol or Acetone.
ii. The female brooder is administered with initial dose of injection and after 5-6 hrs final dose and the male usually one dose at the time of second dose given to the female.
iii. The injection of Pituitary should be intramuscular or intra peritoneal at the range of 1-1.5 ml/fish.
iv. The hatchery operators may use the below mentioned synthetic hormones for better spawning & Hatching.

b) Ovaprim

i. Analogue of 20 µg of Salmon Gonadotropin releasing Hormone and dopamine antagonist, domperidone at 10mg/l.

ii. Administered to both female (0.25-0.80 ml/kg body weight) and male brood fish (0.10-0.20 ml/kg body weight) simultaneously in a single dose.

iii. Female catla respond to a dose range between 0.40-0.50ml/kg body weight while rohu and mrigal respond to lower doses of 0.35ml/kg & 0.25ml/kg respectively.

iv. Ovaprim has unique advantage over Pituitary as it has Consistent potency with reliable results, long shelf life and can be stored at room temperature, reduces handling and post breeding mortality and high percentage of Eggs, Fertilization and Hatching.

v. The potency of Ovaprim is uniform and contains Salmon Gonadotropin releasing Hormone which is known to be 17 times more potent than Leutinising hormone Releasing hormone.

c) Ovatide

i. Indigenous cost effective and new hormonal formulation for induced breeding of fishes.
ii. The dosage for females are 0.20-0.40 ml/kg for Rohu and mrigal, 0.40-0.50 ml/kg for catla, silver carp and grass carp.
iii. The dosage for males 0.10-0.20 ml/kg for rohu, mrigal, 0.20-0.30ml/kg for catla and 0.20-0.25ml/kg for silver carp and grass carp.

Chinese Circular Hatchery

3. Spawning Pool

i. 3.5kg Brood fish should be stocked in a spawning pool provided with good quality water having 5-6ppm Dissolved O2.
ii. Depending on the density of Brood stock, 0.6-1.0 m depth should be maintained.
iii. Brood should be kept under shower before and after hormone administration.
iv. Water current should be allowed one hour before the calculated spawning time to initiate the excitement of Spawner & Spawning.
v. Speed of water current in the pool should be between 3-5m/second or two litres per second.
vi. The Spawning of each female is usually completed within 1-1.5 hrs of initiation.
vii. Before and after each operation, Spawning pool should be cleaned and disinfected with strong formaldehyde and Potassium permanganate.

4. Egg Incubation Unit

i. The egg delivery pipe from the Spawning pool opens directly into the Outer chamber of Hatching pool, Care should be taken to see the eggs are received on a water cushion to avoid injury to the eggs.
ii. Mud plug the openings of the delivery pipe and spawn delivery pipe so that no blind space exists in the unit, that prevents the loss of eggs and spawn due to formation of 'Low oxygen packets' during operation.
iii. Direction of duck-mouth inlets and speed of the water are maintained in such a way that it keeps the developing eggs away from the screen and wall of the incubation chambers.
iv. The Speed of the water current is to maintained at 0.4-0.5m/sec for the first 12 hrs and then 0.1-0.2m/sec for next 6 hrs and then 0.3-0.4m/sec for the rest of the operation.
v. Dissolved Oxygen should not be less than 4 ppm.
vi. Cleaning the pool of floating suspended or settled debris including dead eggs and spawn is necessary for increasing the percentage of survival and recovery of the spawn.

5. Larval Care: The freshly hatched larvae or post-larvae (4.6mm long and 1-1.5mg weight) utilize the yolk in the yolk sac for 72 hrs. 4th day Post larvae (6.5-7 mm long and 1.6-2.0 mg weight) should be fed with zooplankton i.e., rotifers, cladocerans and copepods

6. Prophylactic use of antibiotics or other drugs should be avoided and only permitted antibiotics, chemicals, etc should be used. Probiotics should be used to the maximum extent possible during the production of seed.

II. Minimum Standards to be maintained in Fish Feed Manufacturing Plants.

A) Premises design and facilities recommended practices

1. Location: Away from polluted areas, areas subject to flooding, pest infestations and presence of wastes
2. Design and layout: In general, 20 feed bags, each of 50kg, require 1cubic meter space. Physical separation of activities that can cause contamination. Covering and protection of intake and loading facilities. Sufficient space to conduct operations. No cross-connection between sewage and drainage systems
3. Internal structures and fittings: Walls, doors and partitions with smooth surface. Windows fitted with removable and cleanable screens. Floors with adequate drainage
4. Equipment: Made of nontoxic materials. Easy to disassemble, clean and maintain.
5. Water supply: Potable water, where needed, according to WHO guidelines Monitored and controlled chemical treatment
6. Drainage and waste disposal: Constructed not to cross-connect with potable water
7. Cleaning facilities: Corrosion resistant and easily cleanable.
8. Hygiene facilities: Provided with means for washing and drying hands. Hand wash basins near toilets. Availability of soap and paper towels. Constant supply of potable water. Availability of protective clothing
9. Air quality, temperature and ventilation: Control of temperature, humidity and ventilation, where necessary.
10. Lighting: Adequate artificial or natural lighting sources Protected lighting fixtures(Recommended lighting: *540 lux in inspection areas *220 lux in work areas *110 lux in other areas)
11. Storage: A wooden platform of height 150 to 200 mm is prepared above the floor of storage shed to avoid the direct contact between the floors and feed bag. Permit adequate maintenance, cleaning and inspection activities. Separate areas for rejected products, waste material and chemicals. This condition is exempted for VDF floor storage
12. Rodent proofing: Rodent proofing of go-down can be enforced by closing, protecting and preventing access to rats by using structural materials. Suitable guards are provided to check climbing, preventing entry through foundations, walls, floor, roofs, ventilators, doors, windows, etc. Fire extinguishers are fixed
13. Whether Fire extinguishers are fixed and fixing of 'No smoking boards'
14. Whether building insured or not

B) Examination of the existing stock condition

1. Observation on Infestation: A careful and close examination for the presence of weevils, worms, moulds, fungal growth, rancid odour etc., is required. Evidence of damage to bags by rats and birds Squirrels, rats and mice should be traced minutely.
2. Deterioration in quality: Record moisture content, rancidity, mould and fungal growth
3. Whether rats and birds problem addressed Control rodents is as per the Prevention of Food Adulteration (PFA) as mentioned below;
    i. Trapping: Various types of rat traps can be used for killing the rats
    ii. Poison baiting using rodenticides like barium carbonate, zinc phosphate, red squill, phosphorus, tomorin, sodium fluoro-acetate etc.
    iii. Spraying is done to control light infestation. DDT/ lindane formulation, malathion, DDVP (Nuvon) are the usual insecticides used for spraying. DDVP can be used as 300 ppm solution to spray over the stacks and malathion 5per cent can be sprayed on the floor and walls ups to 9 ft. height.
    iv. Fumigation: In case of heavy and very heavy infestation whether fumigation carried out or not. For this the stacks is covered with aluminium coated rubber sheets to make the stacks airtight and fumigation is done by supplying fumigants (e.g. aluminium phosphide) to the stacks. Some of the fumigants used in cattle feed plants are listed below:
        a) ED: CT mixture 30 to 35 tables / 1,000 sq. ft. for 48 hours every 3 months.
        b) EDB and MB mixture 1 to 3 tables/1,000 cu ft.
        c) Celphos tables – 2 tabs/ton
        d) 16 per cent lindane in a smoke generator.
    v. To assess the extent of infestation about 3 kg samples should be collected from different stacks, sieved and examined;

Condition of the stock	General guidelines for insect infestation
Clean	No insects in stocks or in the sieved sample or the sample incubated for 3 weeks
Light	2 to 3 adult insects in the sample with 1 per cent damaged grains
Medium	5 to 10 adult insects with 3 per cent damaged grains
Heavy	Crawling insects on the stacks, 10 to 20 adult insects in one kg sample, 5 per cent damaged grains
Very heavy	5 per cent damaged grains 10 to 20 adults in 100 g sample

4. Any Weight losses from the weight mentioned on the bag
5. Proper Staking of different materials is followed;
    i) Height of stack should not be more than 18 bags
    ii) Size of stacking of bags should not be more than 5 M in length and 3 M in width
    iii) There should be a minimum gap of 600 mm between two consecutive lots to ensure proper air circulation

iv) The stack should not touch the walls of shed and it should be considerably 300 mm away from the external walls

v) For each stack date of placing should be noted to know their period of storage.

vi) To avoid rise in temperature in silos, aeration system (in case of grain silo) should be operated in night instead of in day time for better cooling efficiency.

vii) In case of DORB storage silos, re-circulation shall compulsorily be done at a regular interval at least once a day

viii) Whether First in and First out system is followed

III. **Quality Standards of Aquaculture Seed and Fish Feed**:

A. Aquaculture Seed Standards:

(1) Shrimp Seed: (P.monodon, L.vannamei)

Sl No.	**Parameter**	**Standard**
Physical parameters (Live sample is mandatory)		
1	Life Stage	PL10 or above for *L. vannamei*, PL 20 or above for *P. monodon* PL 15 or above for *P. indicus*
2	Colour of the PL	Normal
3	Average total length	> 11 mm
4	Size Variation (CV)	< 10 %
5	Number of rostral spines	3 & 4 or above
6	MGR	4:1 (100%)
7	Necrosis	Absent
8	Deformities	Absent
9	Fouling organisms	Absent
10	Endo-parasites	Absent
11	Hind gut	Full
Stress Tests: (Live sample is mandatory)		
1	Formalin Stress Test	> 90% Survival
2	Salinity Stress Test	> 90% Survival
3	Temperature Stress Test	> 90% Survival
Pathogen status : (both live and preserved samples)		
1	WSSV	Negative
2	EHP	Negative
3	MBV	Negative
4	Vibrio	Negative
5	IHHNV	Negative
6	HPV	Negative
Residues of Antibiotics and pharmacologically active compounds(both live and preserved samples)		Nil

(2) Freshwater Prawn:

Sl No.	Parameter	Standard
Physical parameters (Live sample is mandatory)		
1	Life Stage	PL 20 or above
2	Colour of the PL	Normal
3	Average total length	> 11 mm
4	Size Variation (CV)	< 10 %
5	Number of rostral spines	6 or above
6	MGR	4:1 (100%)
7	Necrosis	Absent
8	Deformities	Absent
9	Fouling organisms	Absent
10	Endo-parasites	Absent
11	Hind gut	Full
Stress Tests: (Live sample is mandatory)		
1	Formalin Stress Test	> 80% Survival
2	Salinity Stress Test	> 80% Survival
3	Temperature Stress Test	> 80% Survival
Pathogen status : (both live and preserved samples)		
1	WSSV	Negative
2	EHP	Negative
3	MBV	Negative
4	Vibrio	Negative
5	IHHNV	Negative
Residues of Antibiotics and pharmacologically active compounds(both live and preserved samples)		Nil

(3) Crab (*Scylla sps*.):

Sl No.	Parameter	Standard
Physical parameters (Live sample is mandatory)		
1	Life Stage	Crablets > 1 gm size
2	Carapace Length	> 2 cm
3	Size Variation (CV)	< 30 %
4	Deformities	Absent
5	Fouling organisms	Absent
6	Parasitic Infection	Absent
Stress Tests: (Live sample is mandatory)		
1	Formalin Stress Test	> 80% Survival
2	Salinity Stress Test	> 80% Survival
3	Temperature Stress Test	> 80% Survival
Pathogen status : (both live and preserved samples)		
1	WSSV	Negative

2	EHP	Negative
3	MBV	Negative
4	Vibrio	Negative
5	IHHNV	Negative
6	HPV	Negative
Residues of Antibiotics and pharmacologically active compounds(both live and preserved samples)		Nil

(4) **Carp Seed**

S. No.	Parameter	Standard
1	Swimming Activity	Active
2	Feeding activity	Ready acceptability and gulping of natural or artificial food (from fry stage)
3	Scales	Shiny and Healthy
4	Body	Straight curvature, distinctly differentiated into head, trunk and tail
5	Gut	Full
6	Fins Condition	Fins shall be complete without deformities
7	Size variation	Coefficient of Variation (CV) shall be less than 15%
8	Health Status	The seed shall be free from all diseases
9	Residues of Antibiotics and pharmacologically active compounds(both live and preserved samples)	Nil

(5) **Catfish Seed:**

S. No.	Parameter	Standard
1	Swimming Activity	Active
2	Color	Black/ Pink body without any white patches on the body
3	Feeding activity	Ready acceptability and gulping of natural or artificial food (from fry stage)
4	Body	Smooth and Slimy Skin, barbels intact
5	Gut	Full
6	Fins Condition	Fins shall be complete without deformities or no wounds
7	Size variation	Coefficient of Variation (CV) shall be less than 10%
8	Health Status	The seed shall be free from all diseases
9	Residues of Antibiotics and	Nil

	pharmacologically active compounds(both live and preserved samples)	

(6) **Tilapia Seed**

S. No.	Parameter	Standard
1	Swimming Activity	Active
2	Feeding activity	Ready acceptability and gulping of natural or artificial food (from fry stage)
3	Scales	Shiny and Healthy
4	Body	Normal
5	Gut	Full
6	Fins Condition	Fins shall be complete without deformities
7	Size variation	Coefficient of Variation (CV) shall be less than 15%
8	Health Status	The seed shall be free from all diseases
9	Residues of Antibiotics and pharmacologically active compounds(both live and preserved samples)	Nil

(7) **Sea bass Seed**

S. No.	Parameter	Standard
1	Swimming Activity	Active
2	Feeding activity	Ready acceptability and gulping of natural or artificial food (from fry stage)
3	Scales	Shiny and Healthy
4	Body	Normal
5	Gut	Full
6	Fins Condition	Fins shall be complete without deformities
7	Size variation	Coefficient of Variation (CV) shall be less than 15%
8	Health Status	The seed shall be free from all diseases
9	Residues of Antibiotics and pharmacologically active compounds(both live and preserved samples)	Nil

8) The maximum permissible residue levels for Aquaculture Seed are listed under:

S. No.	Substance	Maximum Permissible Residual Levels (in ppm)
A	**Antibiotics and other Pharmacologically Active Substances**	
1	Chloramphenicol	Nil
2	Nitrofurans including: Furaltadone, Furazolidone, Furylfuramide, Nifuratel, Nifuroxime, Nifurprazine, Nitrofurantoin, Nitrofurazone	Nil
3	Neomycin	Nil
4	Nalidixic acid	Nil
5	Sulphamethoxazole	Nil
6	Aristolochia spp and preparations thereof	Nil
7	Chloroform	Nil
8	Chlorpromazine	Nil
9	Colchicine	Nil
10	Dapsone	Nil
11	Dimetridazole	Nil
12	Metronidazole	Nil
13	Ronidazole	Nil
14	Ipronidazole	Nil
15	Other nitroimidazoles	Nil
16	Clenbuterol	Nil
17	Diethylstilbestrol (DES)	Nil
18	Sulfonamide drugs (except approved Sulfadimethoxine, Sulfabromomethazine and Sulfaethoxypyridazine)	Nil
19	Fluroquinolones	Nil
20	Glycopeptides	Nil
21	Tetracycline	0.1
22	Oxytetracycline	0.1
23	Trimethoprim	0.05
24	Oxolinic acid	0.3

B	**Substances having anabolic effect and unauthorized substances**	
1	Stilbenes, stilbene derivatives and their sales and esters	Nil
2	Steroids	Nil
C	**Veterinary Drugs**	
1	Antibacterial substances, including quinolones	Nil
2	Antehelminitic	Nil
D	**Other substances and environmental contaminants**	
1	Organochlorone compounds incluiding PcBs	Nil
2	Mycotoxins	Nil
3	Dyes	Nil
4	Dioxins	4 picogram per gram, fresh weight
E	**Pesticides**	0.3
1	BHC	0.3
2	Aldrin	0.3
3	Dieldrin	0.3
4	Endrin	0.3
5	DDT	5.0
F	**Heavy Metals**	
1	Mercury	1.0
2	Cadmium	3.0
3	Arsenic	75.0
4	Lead	1.5
5	Tin	250.0
6	Nickel	80.0
7	Chromium	12.0

B) **Fish Feed Standards (adopted from BIS)**

1) Shrimp Feed:-

S.No.	Parameter	*P. monodon*			L. vannamei		
		Starter	Grower	Finisher	Starter	Grower	Finisher
1.	Moisture, percent by mass, *Max*	12	12	12	12	12	12
2	Crude protein % by mass , Min.	35	32	30	35	30	25
3	Crude fat % by mass Min.	5	5	5	5	5	5
4	Crude fibre % by mass Min.	3	4	5	3	4	5
5	Acid insoluble ash . % by mass , Max	4	5	5	4	5	5
6	Gross energy. Kcal/kg, Min	3200	3200	3000	3000	3000	2800
7	Phosphorus % by mass , Max.	1	1	1	-	-	-
8	Antibiotics	Nil	Nil	Nil	Nil	Nil	Nil
9	AflotoxinB1 (mg/kg) or ppm, max	0.05	0.05	0.05	0.05	0.05	0.05
10	Water Stability Shall not disintegrate in, min hours	2	2	2	2	2	2

2) Fin Fish Feed:

S.No.	Parameter	Carp Feed				Catfish Feed			
		Spawn	Fry	Grow out	Brood	Spawn	Fry	Grow out	Brood
1.	Moisture, percent by mass, *Max*	10	10	10	10	10	10	10	10
2.	Crude protein % by mass , Min.	35	35	25	25	40	35	35	30
3	Crude fat % by mass Min.	8	8	6	6	10	8	6	6
4	Crude fibre % by mass Min.	6	8	8	8	4	6	6	6
5	Acid insoluble ash . % by mass , Max	2.5	3	3	3	2.5	3	3	3
6	Gross energy. Kcal/kg, Min	4000	3500	3000	3000	4000	3500	3000	3000

7	Poly unsaturated fatty acids % by mass	0.5	0.5	0.5	1	-	-	-	
8	Water Stability Shall not disintegrate in, min hours	2	2	2	2	½ Hr	¾ Hr	¾ Hr	1

3) Freshwater Prawn Feed:

S.No.	Parameter	*Macrobrachium rosenbergii*		
		Starter	Grower	Finisher
1.	Moisture, percent by mass, *Max*	12	12	12
2	Crude protein % by mass , Min.	30	24	18
3	Crude fat % by mass Min.	4	4	4
4	Crude fibre % by mass Min.	8	8	10
5	Acid insoluble ash . % by mass , Max	5	6	6
6	Gross energy. Kcal/kg, Min	2800	3000	2800
7	Phosphorus % by mass , Max.	0.65	0.65	0.65
8	Antibiotics	Nil	Nil	Nil
9	AflotoxinB1 (mg/kg) or ppm, max	0.05	0.05	0.05
10	Water Stability Shall not disintegrate in, min hours	2	2	2

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 1

(See sub-rule (3) of Rule 12)

SERVICE REQUEST FORM FOR ENDORSEMENT ON EXISTING LICENSE OF BOTH FRESHWATER AND BRACKISHWATER AQUACULTURE FARMS

Latest Passport Size Photo

Application No._____ **Date**_____

MeeSeva ID:_____ or Manual License No._____

Type of Farm □ Freshwater □ Brackishwater

Zone □ Aquaculture Zone □ Non Aquaculture Zone

Species Culture: □ Fish □ Prawn □ Shrimp □ Crab □Any other (Specify)

Type of culture: □Traditional □ Semi Intensive □ Intensive

Old license/ Registration details:-

Old License / Registration Certificate No:_____Date of Issue :_____

Issuing Authority: □ DLC, DOF □ CAA

If CAA Registration, Date of expiry _____

Applicant Details:-

Aadhaar Card No: _____

Name of farmer/Registered Company/Establishment (in Block letters) :

Sri/Smt/Kum:_____

_____

Father/Husband Name:_____ State: Andhra Pradesh (Auto)

District:_____ Mandal: _____ Village / Ward : _____

Door No:_____ Locality/Land Mark: _____

Pin Code:_____ Mobile No:_____

Farm owned by □ **Individual** □ **Group**

If Group, Names of the farmers :

1. Farmer Name: Father Name:
2. Farmer Name: Father Name:
3. Farmer Name: Father Name:

Ownership right □ Free hold □ Lease hold

If lease hold, Name of the owner: _____

Father Name_____

Farm location details:

District : _____Mandal : _____Revenue Village: _____

Survey No(s): _____

Whether RS No.'s tallied with aquaculture zonation □ **Yes** □ **No**

(System based verification)

Whether survey Numbers tallied with land owner: □ **Yes** □ **No**

(Verification with Web land data)

Total aquaculture farm Area (Acres) _____

Boundaries of the Farm:-

North: _____ East : _____ West : _____ South : _____

Source of Water □ **Canal** □**Creek** □**Drains** □**Bore well** □**backwaters** □ **Tanks** □**Others**

(Specify)

Date of commencement of Farm: _____

Other details, if any: _____

Declaration

I _____son/daughter/wife of _____ residing at _____ hereby declare that the information furnished above is true to the best of my knowledge and belief. I am fully aware that if it is found that the information furnished by me is false or there is any kind of deviation/ violation of the conditions, this endorsement issued under APSADA Act 2020 will be suspended or cancelled without any notice.

Signature

(Confirmation with OTP sent to mobile No.)

List of documents for upload :

1. Old License /CAA Registrations □
2. Pattadhar pass book / Title deed / Registered lease document (anyone) □
3. AutoCAD Map □
4. Multiple Farmers (Self Affidavit) (if applicable) □
5. Aadhar Card □

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 2

(See sub-rule (4) of Rule 12)

SERVICE REQUEST FORM FOR TRANSFER OF LICENSE FOR FRESHWATER AQUACULTURE FARMS

(Not applicable for CAA Brackish water farms)

Latest Passport Size Photo

Application No._____ Date_____

MeeSeva ID:_____ or MANUAL LICENSE No._____

Old license details:-

Old License Certificate No:_____Date of Issue :_____

Farm Zone □ Aquaculture Zone □ Non Aquaculture Zone

Species Culture: □ Fish □ Prawn □ Any other (Specify)

Type of culture: □Traditional □ Semi Intensive □ Intensive

Applicant Details:-

Aadhaar Card No: _____

Name of Applicant/Registered Company/Establishment (in BLOCK letters) :

Sri/Smt/Kum:_____

_____

Father/Husband Name:_____ State *:_____

District:_____ Mandal: _____ Village / Ward : _____

Door No:_____ Locality/Land Mark: _____

Pin Code:_____ Mobile No:_____

Details of previous land ownership

Name: _____ Father Name_____

Location of the farm for which License Transfer is Applied for

District : _____Mandal : _____Revenue Village: _____

Survey No(s): _____

Whether RS No.'s tallied with aquaculture zonation □ **Yes** □ **No**

(System based verification)

Whether survey Numbers tallied with land owner: □ **Yes** □ **No**

(verification with Web land data)

Total Aquaculture farm Area (Acres): _____

Source of Water □ **Canal** □**Drains** □**Bore well** □ **Tanks** □**Others (Specify)**

Date of commencement of Farm: _____

Other details, if any: _____

Fees payment Particulars

Amount Paid :

Mode of payment: Cash/ ATM/NEFT/ NET Banking

Declaration

I _____son/daughter/wife of _____ residing at _____ hereby declare that the information furnished above is true to the best of my knowledge and belief. I am fully aware that if it is found that the information furnished by me is false or there is any kind of deviation/ violation of the conditions, this endorsement issued under APSADA Act 2020 will be suspended or cancelled without any notice.

Signature
(Confirmation with OTP sent to mobile No.)

List of documents to be uploaded:

1. Old License □
2. Pattadhar pass book(s) / Title deed/lease document □
3. AutoCAD Map □
4. Aadhaar Card □

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 3

(See sub-rule (5) of Rule 12)

SERVICE REQUEST FORM FOR ISSUANCE OF CERTIFICATE OF CULTIVATION FOR BOTH FRESHWATER AND BRACKISHWATER AQUACULTURE FARMS

Latest Passport Size Photo

Application No._____ **Date**_____

Type of Farm □ Freshwater □ Brackishwater

Farm Zone □ Aquaculture Zone □ Non Aquaculture Zone

Species Culture: □ Fish □ Prawn□ Shrimp □ Crab □Any other (Specify)

Type of culture: □Traditional □ Semi Intensive □ Intensive

Farmer Details:-

Name of the Aqua Farmer:_____ Farther Name:_____

LEC Card No (if Available):_____

Aadhar No:_____

District:_____ Mandal:_____ Village/Ward:_____ Pin Code :--

Mobile No._____

Land Assignee Details:-

Name of the Land Assignee:_____

Aadhaar No(If available) :_____

District:_____ Mandal:_____ Village/Ward:_____ Pin Code:-

Land Details:-

District:_____ Mandal:_____

Village/Ward:_____

Survey No(s):_____

Whether RS No.'s tallied with aquaculture zonation □ **Yes** □ **No**
(System based verification)

Whether survey Numbers tallied with assignee: □ **Yes** □ **No**
(Verification with Web land data

Land Type: □D Form□ Assignment□ CJFS □ AWD Dry□ AWD Wet□ if Any others specify _____

Farm land Area (in Acres):_____

Fees payment Particulars

Amount Paid :

Mode of payment: Cash/ ATM/NEFT/ NET Banking

Declaration

I / We _____Son(S)/daughter(s) /wife of _____ residing at _____ hereby declare that the information furnished above is true with best of my/our knowledge and belief. I am/We are fully aware that if it is found that the information furnished by me/us is false or there is any kind of deviation/ violation, the Certificate of Cultivation issued under APSADA Act 2020 will be Suspended or cancelled without any notice.

E- Signature of the applicant
(with OTP sent to mobile No.)

List of Enclosures:

1. Land Documents (if Any) □
2. Digital photo GOOGLE Auto CAD □
3. Aadhar Card * □
4. If any other documents □

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 4

(See sub-rule (6) of Rule 12)

SERVICE REQUEST FORM FOR LICENSE FOR NEW FRESHWATER AQUACULTURE FARM (Within Aquaculture Zone)

Latest Passport Size Photo

Application No._____ **Date**_____

Nature of farm:- □ New Farm □ Existing Farm

Farm Zone □ Aquaculture Zone □ Non Aquaculture Zone

Species Culture: □ **FW** Fish □ **FW** Prawn □**Any other (Specify)**

Type of culture: □Traditional □ Semi Intensive □ Intensive

Applicant Details:-

Aadhaar Card No: _____

Name of Applicant/Registered Company/Establishment (in BLOCK letters) :

Sri/Smt/Kum:_____

_____

Father/Husband Name:_____ State :_____

District:_____ Mandal: _____ Village / Ward :_____

Door No:_____ Locality/Land Mark: _____

Pin Code:_____ Mobile No:_____

Farm owned by □ **Individual** □ **Group**

If Group, Names of the farmers :

1. Farmer Name: Father Name:
2. Farmer Name: Father Name:
3. Farmer Name: Father Name:

Location of the aquaculture farm:-

District : _____Mandal : _____Revenue Village: _____

Ownership right □ Free hold □ Lease hold

If lease hold, Name of the owner: _____ Father Name_____

If lease, validity period □ **less than 5 years** □ **5 years and more**

(lease period less than 5 year will be rejected)

Whether lease document registered: □ Yes □ No

Survey No (s):_____

Whether RS No.'s tallied with aquaculture zonation □ **Yes** □ **No**

(System based verification)

Whether survey Numbers tallied with land owner: □ **Yes** □ **No**
(Verification with Web land data)

Total aquaculture farm Area (Ac):_____

Boundaries of the Farm:-

North :_____ East : _____ West : _____ South : _____

Category of the land : □ Low Productive Agricultural land □ Low lying area□ Water logged area □ Agricultural land □ Prone to inundation □ Saline land □Alkaline land

Water source for Aquaculture: □ Irrigation canal □ Irrigation drain □ Creek □ Back Waters

□ Other (except bore well) (Specify Name of Source) :

Usage of bore water to supplement the evaporation : □ Yes □**No**

If yes, Self Affidavit for bore /Filter point is uploaded □ Yes □ No (Upload document)

Distance from (in Meters): Agricultural lands:-

North: _____ East : _____ West : _____ South : _____

Village/hamlet_____ drinking water source:_____ Places of worship: _____ _____ **Mangrove**_____ burial ground**:** road margin_____ _____

Culture Aspects:

Whether seepage channel is provided: □Yes □ No

(If no, the application is liable for rejection)

North :_____ East : _____ West : _____ South : _____

Inlet Details:_____

Outlet Details:_____

Date of commencement of farm: _____

Other details, if any: _____

Details of remittance of License Fee :

Amount Paid :

Mode of payment: Cash/ ATM/NEFT/ NET Banking

Declaration

I / We _____Son(S)/daughter(s) / wife of _____ residing at _____ hereby declare that the information furnished above is true with best of my/our knowledge and belief. I am/We are fully aware that if it is found that the information furnished by me/us is false or there is any kind of deviation/ violation of the conditions the license issued under APSADA Act 2020 will be suspended or cancelled without any notice.

E- Signature of the applicant
(With OTP sent to mobile No.)

List of Enclosures:

1. Pattadhar pass book (s)/ Title deed/Registered lease deed
2. Digital photo GOOGLE Auto CAD
3. WALTA ACT 2002 (Self Affidavit)
4. Multiple Farmer(Self Affidavit)
5. **Aadhaar Card**
6. If any other documents

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 5

(See sub-rule (7) of Rule 12)

SERVICE REQUEST FORM FOR LICENSE FOR NEW FRESHWATER AQUACULTURE FARM (Outside Aquaculture Zone)

Latest Passport Size Photo

Application No._____ **Date**_____

Nature of farm:- □ New Farm □ Existing Farm

Farm Zone □ Aquaculture Zone □ Non Aquaculture Zone

Species Culture: □ **FW** Fish □ **FW** Prawn □**Any other (Specify)**

Type of culture: □Traditional □ Semi Intensive □ Intensive

Applicant Details:-

Aadhaar Card No: _____

Name of Applicant/Registered Company/Establishment (in BLOCK letters) :

Sri/Smt/Kum:_____

_____

Father/Husband Name:_____ State :_____

District:_____ Mandal: _____ Village / Ward :_____

Door No:_____ Locality/Land Mark: _____

Pin Code:_____ Mobile No:_____

Farm owned by □ **Individual** □ **Group**

If Group, Names of the farmers :

1. Farmer Name: Father Name:
2. Farmer Name: Father Name:
3. Farmer Name: Father Name:

Location of the aquaculture farm:-

District : _____Mandal : _____Revenue Village: _____

Ownership right □ Free hold □ Lease hold

If lease hold, Name of the owner: _____ Father Name_____

If lease, validity period □ **less than 5 years** □ **5 years and more**

(lease period less than 5 year will be rejected)

Whether lease document registered: □ Yes □ No

Survey No (s):_____

Whether RS No.'s tallied with aquaculture zonation □ **Yes** □ **No**

(System based verification)

Whether survey Numbers tallied with land owner: □ **Yes** □ **No**
(Verification with Web land data)

Total aquaculture farm Area (Ac):_____

Boundaries of the Farm:-

North :_____ East : _____ West : _____ South : _____

Category of the land : □ Low Productive Agricultural land □ Low lying area□ Water logged area

□ Agricultural land □ Prone to inundation □ Saline land

□Alkaline land

Water source for Aquaculture: □ Irrigation canal □ Irrigation drain □ Creek □ Back Waters

□ Other (except bore well) (Specify Name of Source) :

Usage of bore water to supplement the evaporation : □ Yes □**No**

If yes, Self Affidavit for bore /Filter point is uploaded □ Yes □ No (Upload document)

Distance from (in Meters): Agricultural lands:-

North: _____ East : _____ West : _____ South : _____

Village/hamlet_____ drinking water source:_____ Places of worship: _____ _____ **Mangrove**_____ burial ground**:** road margin_____

_____

Culture Aspects:

Whether seepage channel is provided: □Yes □ No

(If no, the application is liable for rejection)

North :_____ East : _____ West : _____ South : _____

Inlet Details:_____

Outlet Details:_____

Date of commencement of farm: _____

Other details, if any: _____

Details of remittance of License Fee :

Amount Paid :

Mode of payment: Cash/ ATM/NEFT/ NET Banking

Declaration

I / We _____Son(S)/daughter(s) / wife of _____ residing at _____ hereby declare that the

information furnished above is true with best of my/our knowledge and belief. I am/We are fully aware that if it is found that the information furnished by me/us is false or there is any kind of deviation/ violation of the conditions the license issued under APSADA Act 2020 will be suspended or cancelled without any notice.

E- Signature of the applicant
(With OTP sent to mobile No.)

List of Enclosures:

1. Pattadhar pass book (s)/ Title deed/Registered lease deed □
2. Digital photo GOOGLE Auto CAD □
3. WALTA ACT 2002 (Self Affidavit) □
4. Multiple Farmer(Self Affidavit) □
5. **Aadhaar Card** □
6. If any other documents

FORM I
(See rule 9)

COASTAL AQUACULTURE AUTHORITY

MINISTRY OF AGRICULTURE

SERVICE REQUEST FORM FOR REGISTRATION OF COASTAL AQUACULTURE FARM

1. Name of the applicant (s) / registered Company / establishment (in BLOCK LETTERS with permanent address) :

2. Address for Communication (in BLOCK LETTERS) :

3. Whether the application is for :

   a) Registration of aquaculture farm already operating in coastal area : Yes / No

   b) Registration of new aquaculture farm To be constructed : Yes / No

4. Details of land for which registration is Applied for :
   a) State :
   b) District :
   c) Taluk/ Mandal :
   d) Revenue village :
   e) Survey Number :
   f) Ownership right (whether freehold or lease hold) :
   g) Total Farm Area (in hectare) :
   h) Water Spread Area (in hectare) :

5. If the whole or a part of the above land falls under any one of the following categories, please furnish details :

Category	Village	Survey Numbers	Extent (in ha)
a) Agricultural Land			
b) Forest Land			
c) Lands for village common purpose			

d) Land meant for public purpose
e) Wet lands
f) Mangroves
g) Salt pan

6. Indicate the distance of unit site from
   a) High tide line :
   b) Nearest drinking water source :
   c) Agricultural land :
   d) Mangrove :
   e) Marine protected area :
   f) Adjacent aquaculture farm :
   g) Human settlements (Indicate the Population of the settlement) :
   h) National parks :
   i) Sanctuaries :
   j) Reserve forests :
   k) Breeding spawning grounds and other aquatic life :
   l) Beaches :
   m) Coral reefs :
   n) Heritage area :

7. Water source for the Aquaculture Unit
   a) Sea : Yes / No
   b) Creek/estuary/canal/back water : Yes / No
   c) If the water source is as mentioned in (b) above, indicate the name of the source

8. Date of commencement of operations of existing aquaculture farm :

9. *Furnish Project Report giving detail with sketch (to scale) of design and layout of the aquaculture farm in operation/ proposed along with operational details, water intake and wastewater treatment facility :

10. *Whether the Environment Impact Assessment (EIA) / Environment Management Plan (EMP) were carried out on the environment of the aquaculture farm with reference to other land uses in its neighbourhood and based on

operational details of the unit as furnished in the Project Report, please state specifically, whether

a) The aquaculture activity has the effect of causing water logging of adjacent areas or polluting the drinking water sources :
b) by use of supplementary feeds / medicines / drugs, etc. will consequently increase sedimentation which will be harmful to the environment :
c) such activity would cause siltation, turbidity with detrimental implication on local fauna and flora :

11. *If, Environment Impact Assessment (EIA) has been done, please attach report :
12. *If, Environment Management Plan (EMP) has been drawn up, please furnish details :
13. *If Effluent Treatment System (ETS) has been in operation/ proposed, please furnish layout, design and technical details :
14. Details of remittance of processing fee :

Declaration

I / We _____Son(S)/daughter(s) / wife of _____residing at _____ _____hereby declare that the information furnished above is true to the best of my/our knowledge and belief. I am/We are fully aware that if it is found that the information furnished by me/us is false or there is any kind of deviation/ violation of the conditions on which certificate of registration may be issued by the Authority, the Certificate of Registration issued may be either suspended or cancelled.

Signature of the applicant (s)

Date:
Place:

Enclosures:

1. Pattadhar pass book (s)/ Title deed/Registered lease deed □
2. Digital photo GOOGLE Auto CAD (Farm layout □
3. ETP (for 5 ha and above) □
4. Unit economics □
5. EIA/EMP (10 ha and above) □
6. Aadhar Card. □

FORM III

(See rule 9)

COASTAL AQUACULTURE AUTHORITY

MINISTRY OF AGRICULTURE

SERVICE REQUEST FORM FOR RENEWAL OF REGISTRATION OF COASTAL AQUACULTURE AUTHORITY FOR UNDERTAKING SHRIMP AQUACULTURE

1. Name(s) of the Applicant (s) /
   Registered Company / establishment
   (in BLOCKLETTERS) :

2. Address for Communication
   (in BLOCK LETTERS) :

3. Details of location/land of the farm
   For which approval had been issued :
   a) Total Area and Water Spread Area :
   b) Survey No. of the Farm/Pond :
   c) Village :
   d) Taluk :
   e) District :
   f) Average Stocking Density followed :
      (in number / m^2)
   g) Average Production obtained :
      (Kg/ha/crop)
   h) Technology followed :
   i) No. and of the Registration :
      issued by the Authority (Photo
      copy of the approval issued by
      the Authority has to be enclosed)

4. Details of remittance of Processing fee :

Declaration

I / We _____Son(S)/daughter(s) / wife of _____residing at _____ _____hereby declare that the information furnished above is true to the best of my/our knowledge and belief. I am/We are fully aware that if it is found that the information furnished by me/us is false or there is any kind of deviation/ violation of the conditions on which registration was granted by the Authority, the authorisation / renewal granted to me/us may be either suspended or cancelled.

Signature of the applicant (s)

Date:

Place:

Enclosures:

1. Old CAA Registration certificate
2. Pattadhar pass book (s)/ Title deed/Registered lease deed □
3. Digital photo GOOGLE Auto CAD (Farm layout □
4. ETP (for 5 ha and above) □
5. Unit economics □
6. EIA/EMP (10 ha and above) □
7. Aadhar Card. □

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 6

(See sub-rule (14) of Rule 12)

SERVICE REQUEST FORM FOR LICENSE FOR INNOVATIVE/ NEW TECHNOLOGIES IN AQUACULTURE

Latest Passport Size Photo

Application No._____ Date_____

Type of Innovative/ New aquaculture technologies:-

□ RAS Area (M^3)_____ Prod. Capacity (MT)_____

□ Freshwater Cage culture, Area (M^3)_____ Prod. Capacity (MT)_____

□ F.W Pen culture Area (Ac)_____ Prod. Capacity (MT)_____

□ Marine cage culture, Area (M^3)_____ Prod. Capacity (MT)_____

□. Marine Raft Area (M^2)_____ Prod. Capacity (MT)_____

□ Seaweed Area (M^2)_____ Prod. Capacity (MT)_____

□. Bio-floc Area (Ac)_____ Prod. Capacity (MT)_____

□ Ornamental fish culture Area (Ac)_____ Prod. Capacity (No's)_____

Applicant Details:-

Aadhaar Card No: _____

Name of Applicant/Registered Company/Establishment (in BLOCK letters) *:

Sri/Smt/Kum:_____

_____

Father/Husband Name:_____ State :_____

District:_____ Mandal: _____ Village / Ward :_____

Door No:_____ Locality/Land Mark: _____

Pin Code:_____ Mobile No:_____

Location of the Unit:-

District : _____Mandal : _____Revenue Village: _____

Survey No (s) _____ Geo-Coordinates : Longitude_____

Latitude_____

Ownership Right: □ Free hold □ **Lease hold**

Period of lease : from : _____ **To** :_____

Whether registered*: □ Yes□ No

Source of water: _____

Amenities Available:- □ Water □ Drainage Facility □ Electricity □ Road Connectivity

□ Waste Disposal Facility □ Bio Security Measures □ ETP

Details of ETP(if applicable): _____

PCB License No _____ valid up to_____ (if applicable)

Firm APGST No :_____ Date of issue_____ (if applicable)

Whether registered with any Govt agency: □ Yes□ No

If yes, Registration No:_____ Registration Authority Details :_____

Validity of Registration Period : from :_____ To :_____

Details of remittance of License Fee :

Amount Paid :

Mode of payment: Cash/ ATM/NEFT/ NET Banking

Declaration

I/We _____Son(S)/daughter(s)/wife of _____ residing at _____ hereby declare that the information furnished above is true with best of my/our knowledge and belief. I am/We are fully aware that if it is found that the information furnished by me/us is false or there is any kind of deviation/ violation of the conditions, the license issued under APSADA Act 2020 will be Suspended or cancelled without any notice.

E- Signature (with OTP sent to mobile No. given in application)

List of documents (for Upload)

1. Old Registration/ License ,if applicable □
2. Pattadhar pass book / Title deed/Registered lease deed □
3. **Auto CAD Map of the unit** □
4. NOC from PCB if applicable □
5. NOC from Industries Department if applicable □
6. Self-Attested copies of GST/ TIN if applicable □

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.
FORM 7
(See sub-rule (15) of Rule 12)

SERVICE REQUEST FORM FOR ENDORSEMENT OF LICENCE/REGISTRATIONS OF AQUACULTURE BUSINESS OPERATIONS

Application No._____ Date._____

Old License/ Registration No :_____ Date_____

Validity period up to _____

Registration Authority Details :_____

Latest Passport Size Photo

Type of Aquaculture Business:-

□ Feed Plant□ Ice Plant □ Processing Plant □ Cold Storage

□ Aqua Lab □ Aqua Input Shop □ Pre Processing Plant □ Fish Packing unit

□ Fish Hatchery □Shrimp Hatchery □ Value added products □ Aquaculture consultancy services

Applicant Details:-

Aadhaar Card No: _____

Name of Applicant/Registered Company/Establishment (in BLOCK letters) *:

Sri/Smt/Kum:_____

_____

Father/Husband Name:_____ State :_____

District:_____ Mandal: _____ Village / Ward : _____

Door No:_____ Locality/Land Mark: _____

Pin Code:_____ Mobile No:_____

Name of the authorized person operating the firm/unit_____

(Authorization Letter to be uploaded)

Location of the Unit:-

District : _____Mandal : _____Revenue Village: _____

Survey No (s)/ Geo-coordinates_____

Ownership Right: □ Free hold □ **Lease hold**

If lease, Period of lease : from :_____**To** : _____

Whether registered*: □ Yes□ No

Total Extent of the Unit □ (Acres □ Sq yard □ **Sq. feet** Area:_____

Source of water: _____ Provision for Outlet:

_____

Installation / Registered Production capacity of the Firm:- (in Millions/Tonnes)

Feed Plant (MT/Annum) : _____Ice Plant(MT/Day):_____

Processing Plant (MT/Day) :_____ Cold Storage(MT):_____

Freezing Plant (MT):_____ Pre Processing Plant(MT/Day):_____

Shrimp Hatchery (Millions/annum):_____Fish Hatchery (Crore/annum):_____

Fish Packing Unit (MT/No.S/Day):_____Value added prodcuts (MT/Day):_____

Annual turnover (Rs in Lakhs)_____

In case of Aqua lab, Facilities Proposed /Available: □ Water and Soil Analysis □ Feed Analysis

□ Microbiology □ PCR □Quality Control □ELISA Lab □ Other (specify)

Total Project Cost (in Lakhs): _____

Annual turnover (Rs. In lakhs)_____

Amenities Available:- □ Water □ Drainage Facility □ Electricity □ Road Connectivity □ Waste Disposal Facility □ Bio Security Measures □ ETP

Details of ETP (if applicable): _____

Total Number of Employees working

a) Skilled:_____ b) Un skilled:_____ C) Executive:_____

PCB License No and valid upto_____ (if applicable)

Firm APGST No : _____ (if applicable)

Details of remittance of License Fee :

Amount Paid :

Mode of payment: Cash/ ATM/NEFT/ NET Banking

Declaration

I/We _____Son(S)/daughter(s)/wife of _____ residing at _____ hereby declare that the information furnished above is true with best of my/our knowledge and belief. I am/We are fully aware that if it is found that the information furnished by me/us is false or there is any kind of deviation/ violation of the conditions, the endorsement on license/ registration issued under APSADA Act 2020 will be Suspended or cancelled without any notice.

E- Signature (with OTP sent to mobile No. given in application)

List of documents (for Upload)

(1) Pattadhar pass book / Title deed/Registered lease deed (If available) □
(2) Old License/ Registration □
(3) **Authorization Letter for holding In-charge of manufacturing unit /Dealer/ retailer/ Distributor**
(4) NOC from PCB (if applicable) □
(5) NOC from Industries Department (if applicable) □
(6) Self-Attested copies of GST/ TIN (if applicable) □
(7) **Aadhaar Card** □
(8) **Proof of payment of professional tax**

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 8

(See sub-rule (16) of Rule 12)

SERVICE REQUEST FORM FOR LICENCE FOR AQUACULTURE BUSINESS OPERATIONS

Latest Passport Size Photo

Application No._____ Date._____

Type of Aquaculture Business:-

I. □ **Shrimp Hatchery** □ PL production capacity less than 40 million

□ PL production capacity 40 – 100 million

□ PL production capacity more than 100 million

II. □ **Fish seed Hatchery** □ Spawn production with 1 to 10 million

□ Spawn production with more than 10 million

□ Backyard hatchery with less than 1 million.

III. □ Feed Plant □ > 1 Lakh MT □ 0.50 to 1.0 Lakh MT □ < 0.50 Lakh MT

□ Fish feed mixing unit □ Feed ingredients manufacturing unit

□ Distribution of fish feed/ingredients □ Sale of fish feed/ingredients

IV. □ Aquaculture Business Operations dealing with medicines , Sanitizers, Aquaculture equipment etc

A) □ Manufacturers □ a) Firms having less than 50 lakhs business turnover per annum

□ b) Firms having more than 50 lakhs turnover per annum

B) □ Dealers □ a) Firms having less than 25.00 lakhs business turnover per annum

□ b) Firms having more than 25.00 lakhs turnover per annum

C) □ Retailers □ a) Firms having less than 25.00lakhs business turnover per annum

□ b) Firms having more than 25.00 lakhs turnover per annum

V. □ Services- Labs, Technical Consultancy to the aquaculture

A) □ **Aquaculture Labs** □ a) Water and Soil analysis facilities

□ b) water and soil analysis, Microbiology, PCR and any other disease diagnostic facilities.

□ c) antibiotic residue testing facilities – Elisa, HPLCMSMS etc

B) □ Aquaculture Consultancy in individual capacity / as a firm

VI. □ **Pre- Processing Plants**

□ **S**hrimp

□ **O**ther than shrimp

VII. □ Processing Plants □ **S**hrimp □ **O**ther than shrimp

A) □ Less than 20 tons capacity per day

B) □ 20 to 50 tons capacity per day

C) □ 50 to 100 tons capacity per day

D) □ More than 100 tons capacity per day

VIII. □ Cold Storage/ Freezing Plants □ **S**hrimp □ **O**ther than shrimp

A) □ Less than 50 tons capacity per day

B) □ 50 to 100 tons capacity per day

C) □ More than 100 tons capacity per day

IX. □ **Ice Plants**

A) □ Less than 20 tons capacity per day

B) □ **20** to 30 tons capacity per day

C) □ **More than** 30 tons capacity per day

X. □ Units dealing with Value addition

XI. □ Fish Packing Units

Applicant Details:-

Aadhaar Card No:

Name of Applicant/Registered Company/Establishment (in BLOCK letters) *:

Sri/Smt/Kum:_____

_____

Father/Husband Name:_____ State :_____

District:_____ Mandal: _____ Village / Ward :_____

Door No:_____ Locality/Land Mark: _____

Pin Code:_____ Mobile No:_____

Location of the Unit:-

Name of the authorized person operating the

firm/unit_____

(Authorization Letter to be uploaded)

District : _____Mandal : _____Revenue Village: _____

Survey No (s)/ Geo-coordinates_____

Ownership Right: □ Free hold □ **Lease hold**

If lease, Period of lease : from :_____**To** : _____

Whether registered*: □ Yes□ No
Total Extent of the Unit □ (Acres □ Sq yard □ **Sq. feet** Area:_____
Source of water: _____ Provision for Outlet:
_____

Total Project Cost (in Lakhs): _____
Annual turnover (Rs in Lakhs)_____

Amenities Available:- □ Water □ Drainage Facility □ Electricity □ Road Connectivity □ Waste Disposal Facility □ Bio Security Measures □ ETP
Details of ETP (if applicable): _____
Total Number of Employees working
b) Skilled:_____ b) Un skilled:_____ C) Executive:_____
PCB License No and valid upto_____ (if applicable)
Firm APGST No : _____ (if applicable)
Details of remittance of License Fee :
Amount Paid :
Mode of payment: Cash/ ATM/NEFT/ NET Banking

Declaration

I/We _____Son(S)/daughter(s)/wife of _____ residing at _____ hereby declare that the information furnished above is true with best of my/our knowledge and belief. I am/We are fully aware that if it is found that the information furnished by me/us is false or there is any kind of deviation/ violation of the conditions, the license issued under APSADA Act 2020 will be Suspended or cancelled without any notice.

E- Signature (with OTP sent to mobile No. given in application)

List of documents (for Upload)

1. Pattadhar pass book / Title deed/Registered lease deed (If available) □
2. NOC from PCB (if applicable) □
3. **Authorization Letter for holding In-charge of manufacturing unit /Dealer/ retailer/ Distributor**
4. NOC from Industries Department (if applicable) □
5. Self-Attested copies of GST/ TIN (if applicable) □
6. **Aadhaar Card** □
7. **Proof of payment of professional tax**

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 9

(See sub-rule (3) of Rule 12)

ENDORSEMENT ON EXISTING LICENSE FOR FRESHWATER AQUACULTURE FARM AND BRACKISH WATER AQUACULTURE FARM

Endorsement No: Date:

The Aquaculture farm of Shri/ Smt/M/s …….. Son/ Daughter/Wife of …… residing at ……possessing registration/ license with No._____Dated_____ issued by the DLC _____District, is endorsed on …….. with life time validity subject to the conditions overleaf

Details of the unit for which endorsement is issued

1. Application No. : Date of application_____
2. Location of the Farm

District :

Mandal :

Revenue Village :

5. Survey No (s). :
6. Total Aquaculture farm area (Ac) :
7. Type of Farm:
8. Species Culture :
9. Validity period :
10. Boundaries :

EAST : WEST :

NORTH : SOUTH :

Place
Date

Signature of the Licensing Authority/
Member Secretary DLIC…….District
(Seal of the Authority)

Conditions for License/Registration endorsement

1) License certificate shall be displayed at farm site / produced on demand by the farmer
2) Permitted species of approved stocking densities should be adopted
3) Banned antibiotics and pharmacological substances should not be used
4) Farm record with details of seed stocking, inputs used, sampling details, health status, bio-security facilities available, production particulars, post harvest and marketing details etc.,
5) Standards of effluent discharge should be ensured as per norms
6) Bore water (in case of fresh water farm) should not be used except to supplement the loss of evaporation
7) Any change in approved layout shall be approved by the Authority
8) The Aquaculture inspector will inspect the premises of the Farm at any time and take the samples and farmer should allow Aquaculture Inspector to discharge duties as per the provisions contains under APSADA Act 2020
9) The licensee ,if applicable, shall comply all the relevant Companies Act and Rules and statutory regulations
10) The endorsement issued for Coastal Aquaculture Farm is valid for the validity period of CAA registration and automatically suspended when CAA Registration period is expired. The suspension of endorsement will be revoked on renewal of the registration by CAA.
11) During the suspension period of Endorsement, the farmer shall not undertake culture.
12) This certificate is not transferrable.
13) This license is valid subject to obtaining the all other necessary statutory permits from other competent authorities for operation of the unit.
14) In case of issuance of license/endorsement to leased units, the license / endorsement shall remain in valid condition only in the lease agreement period.

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 10

(See sub-rule (4) of Rule 12)

CERTIFICATE OF TRANSFER OF LICENSE FOR FRESHWATER AQUACULTURE FARM

Transfer certificate No: Date:

The Aquaculture farm of Shri/ Smt/M/s …….. Son/ Daughter/Wife of …… residing at ……possessing registration/ license with No._____Dated_____ issued by the DLC/DLIC _____District, is transferred ownership as details furnished below on …….. with life time validity subject to the conditions overleaf

Details of the unit for which transfer of ownership is issued

1. Application No. : Date of application_____
2. Ownership transfer issued to Sri/Smt/Kum_____
3. Address of the licensee :
4. Location of the Farm

District :

Mandal :

Revenue Village :

5. Survey No (s). :
6. Total Aquaculture farm area (Ac):
7. Species culture :
9. Validity period :
10. Boundaries

EAST : WEST :

NORTH : SOUTH :

Place
Date

Signature of the Licensing Authority/
Member Secretary DLIC…….District
(Seal of the Authority)

Conditions for transfer of license for freshwater aquaculture farm

1) License certificate shall be displayed at farm site / produced on demand by the farmer
2) Permitted species of approved stocking densities should be adopted
3) Banned antibiotics and pharmacological substances should not be used
4) Farm record with details of seed stocking, inputs used, sampling details, health status, bio-security facilities available, production particulars, post harvest and marketing details etc.,
5) Standards of effluent discharge should be ensured as per norms
6) Bore water (in case of fresh water farm) should not be used except to supplement the loss of evaporation
7) Any change in Approved layout shall be approved by the Authority
8) The Aquaculture inspector will inspect the premises of the Farm at any time and take the samples and farmer should allow Aquaculture Inspector to discharge duties as per the provisions contains under Authority.
9) The licensee ,if applicable, shall comply all the relevant Companies Act and Rules and statutory regulations
10) This certificate is not transferrable.
11) This license is valid subject to obtaining the all other necessary statutory permits from other competent authorities for operation of the unit.
12) In case of issuance of license/endorsement to leased units, the license / endorsement shall remain in valid condition only in the lease agreement period.

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 11
(See sub-rule (5) of Rule 12)

CERTIFICATE OF CULTIVATION (COC)

COC Permission No: Date:

Shri/ Smt/M/s …….. Son/ Daughter/Wife of …… resident of ……is issued Certificate of Cultivation by the Member Secretary, DLIC_____ District with validity period from _____to _____ subject to the conditions overleaf.

Details of the land for which COC is issued

1. Application No. : Date of application:
2. Name of the land assignee :
3. Name of the Farmer :
4. Location of the Farm/Land

   District :

   Mandal :

   Revenue Village :
5. Survey No.
6. Extent of the farm/ land (Acres)
7. Type of the Farm :
8. Species culture:
9. Boundaries

   EAST : WEST :

   NORTH : SOUTH :

Place **Signature of the authorized officer**
Date **……..District**

(Seal of the Authority)

Conditions for issue of COC

1) The COC shall be displayed at farm site / produced on demand by the farmer
2) Permitted species of approved stocking densities should be adopted
3) Banned antibiotics and pharmacological substances should not be used
4) Farm record with details of seed stocking, inputs used, sampling details, health status, bio-security facilities available, production particulars, post harvest and marketing details etc.,
5) Standards of effluent discharge should be ensured as per norms
6) Bore water (in case of fresh water) should not be used except to supplement the loss of evaporation
7) Any change in Approved layout shall be approved by the Authority
8) The Aquaculture inspector will inspect the premises of the Farm at any time and take the samples and farmer should allow Aquaculture Inspector to discharge duties as per the provisions contains under Authority.
9) The Certificate holder , if applicable, shall comply all the relevant Companies Act and Rules and statutory regulations
10) This certificate is not transferrable
11) This license is valid subject to obtaining the all other necessary statutory permits from other competent authorities for operation of the unit.

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.
FORM 12
(See sub-rule (6) of Rule 12)

LICENSE FOR NEW FRESHWATER AQUACULTURE FARM (WITHIN AQUACULTURE ZONE)

License No: Date:

The aquaculture farm of Shri/ Smt/Miss …….. Son/ Daughter/Wife of …… resident of ……is issued with License by the District Level Implementation Committee (DLIC)--------- District on _____ with life time validity subject to the conditions overleaf

Details of units for which the license is issued

1. Application No. : Date of application:
2..Farm Location
District :
Mandal :
Revenue Village :
3. Survey No(s). :
4. Total Aquaculture farm area (Ac) :
5. Species culture :
6.Validity period of license :
7. Boundaries
EAST : WEST :
NORTH : SOUTH :

Signature of the Licensing Authority/
Member Secretary
DLIC…….District

Place
Date

(Seal of the Authority)

Conditions for License

1) License certificate shall be displayed at farm site / produced on demand by the farmer
2) Permitted species of approved stocking densities should be adopted
3) Banned antibiotics and pharmacological substances should not be used
4) Farm record with details of seed stocking, inputs used, sampling details, health status, bio-security facilities available, production particulars, post harvest and marketing details etc.,
5) Standards of effluent discharge should be ensured as per norms
6) Bore water should not be used except to supplement the loss of evaporation
7) Any change in Approved layout shall be approved by the Authority
8) The Aquaculture inspector will inspect the premises of the Farm at any time and take the samples and farmer should allow Aquaculture Inspector to discharge duties as per the provisions contains under Authority.
9) The licensee ,if applicable, shall comply all the relevant Companies Act and Rules and statutory regulations
10) This certificate is not transferrable
11) This license is valid subject to obtaining the all other necessary statutory permits from other competent authorities for operation of the unit.
12) In case of issuance of license/endorsement to leased units, the license / endorsement shall remain in valid condition only in the lease agreement period

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.
FORM 13
(See sub-rule (7) of Rule 12)

LICENSE FOR NEW FRESHWATER AQUACULTURE FARM
(OUTSIDE AQUACULTURE ZONE)

License No: Date:

The aquaculture farm of Shri/ Smt/Miss …….. Son/ Daughter/Wife of …… resident of ……is issued with License by the District Level Implementation Committee (DLIC)--------- District on _____ with life time validity subject to the conditions overleaf

Details of units for which the license is issued

1. Application No. : Date of application:
2..Farm Location
   District :
   Mandal :
   Revenue Village :
3. Survey No(s). :
4. Total Aquaculture farm area (Ac) :
5. Species culture :
6. Validity period of license :
7. Boundaries
   EAST : WEST :
   NORTH : SOUTH :

Signature of the Licensing Authority/
Member Secretary
DLIC…….District

(Seal of the Authority)

Place
Date

Conditions for License

1. License certificate shall be displayed at farm site / produced on demand by the farmer
2. Permitted species of approved stocking densities should be adopted
3. Banned antibiotics and pharmacological substances should not be used
4. Farm record with details of seed stocking, inputs used, sampling details, health status, bio-security facilities available, production particulars, post harvest and marketing details etc.,
5. Standards of effluent discharge should be ensured as per norms
6. Bore water should not be used except to supplement the loss of evaporation
7. Any change in Approved layout shall be approved by the Authority
8. The Aquaculture inspector will inspect the premises of the Farm at any time and take the samples and farmer should allow Aquaculture Inspector to discharge duties as per the provisions contains under Authority.
9. The licensee ,if applicable, shall comply all the relevant Companies Act and Rules and statutory regulations
10. This certificate is not transferrable
11. This license is valid subject to obtaining the all other necessary statutory permits from other competent authorities for operation of the unit.
12. In case of issuance of license/endorsement to leased units, the license / endorsement shall remain in valid condition only in the lease agreement period

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 14

(See sub-rule (8) of Rule 12)

CONDITIONAL LICENSE FOR NEW/ EXISTING BRACKISHWATER AQUACULTURE FARM (COASTAL AQUACULTUR FARM) (BELOW 2 HA LOCATED WITHIN AQUAZONE VILLAGE)

License No: Date:

The Brackishwater aquaculture farm of Shri/ Smt/Miss …….. Son/ Daughter/Wife of …… resident of ……is issued with License by the District Level Implementation Committee (DLIC)--------- District on _____ with life time validity subject to the conditions overleaf

Details of units for which the license is issued

1. Application No. : Date of application:
2. Location of the Farm:
   - District :
   - Mandal :
   - Revenue Village :
3. Survey No(s). :
4. Ownership right :
5. Total farm area (Ha) :
6. Water Spread Area (Ha) :
7. Species culture :
8. Validity period of license :
9. Boundaries

   EAST : WEST :

   NORTH : SOUTH :

Signature of the Licensing Authority/
Member Secretary
DLIC…….District

Place
Date

(Seal of the Authority)

Conditions for License

1) This license is issued in anticipation of granting of CAA registration and shall be valid only on obtaining Coastal Aquaculture Authority Registration.
2) This license is valid for the validity period of CAA registration and automatically suspended when CAA Registration period is expired. The suspension of license will be revoked on renewal of the registration by CAA.
3) During the suspension period of license , the farmer shall not undertake culture.
4) License certificate shall be displayed at farm site / produced on demand by the farmer
5) Permitted species of approved stocking densities should be adopted
6) Banned antibiotics and pharmacological substances should not be used
7) Farm record with details of seed stocking, inputs used, sampling details, health status, bio-security facilities available, production particulars, postharvest and marketing details etc.,
8) Standards of effluent discharge should be ensured as per norms
9) Any change in Approved layout shall be approved by the Authority
10) The Aquaculture inspector will inspect the premises of the Farm at any time and take the samples and farmer should allow Aquaculture Inspector to discharge duties as per the provisions contains under Authority.
11) The licensee ,if applicable, shall comply all the relevant Companies Act and Rules and statutory regulations
12) This certificate is not transferrable
13) This license is valid subject to obtaining the all other necessary statutory permits from other competent authorities for operation of the unit.
14) In case of issuance of license/endorsement to leased units, the license / endorsement shall remain in valid condition only in the lease agreement period

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.
FORM 15
(See sub-rule (9) of Rule 12)

CONDITIONAL LICENSE FOR NEW/ EXISTING BRACKISHWATER AQUACULTURE FARM
(COASTAL AQUACULTUR FARM)-
(2HA OR ABOVE 2HA FARM LOCATED WITHIN AQUACULTURE ZONE)

License No: Date:

The Brackishwater aquaculture farm of Shri/ Smt/Miss …….. Son/ Daughter/Wife of …… resident of ……is issued with License by the District Level Implementation Committee (DLIC)--------- District on _____ with life time validity subject to the conditions overleaf

Details of units for which the license is issued

1. Application No. : Date of application:
2. Location of the Farm:
   District :
   Mandal :
   Revenue Village :
3. Survey No(s). :
4. Ownership right :
5. Total farm area (Ha) :
6. Water Spread Area (Ha) :
7. Species culture :
8. Validity period of license :
9. Boundaries
   EAST : WEST :
   NORTH : SOUTH :

Signature of the Licensing Authority/
Member Secretary
DLIC…….District

Place
Date

(Seal of the Authority)

Conditions for License

1) This license is issued in anticipation of granting of CAA registration and shall be valid only on obtaining Coastal Aquaculture Authority Registration.
2) This license is valid for the validity period of CAA registration and automatically suspended when CAA Registration period is expired. The suspension of license will be revoked on renewal of the registration by CAA.
3) During the suspension period of license , the farmer shall not undertake culture.
4) License certificate shall be displayed at farm site / produced on demand by the farmer
5) Permitted species of approved stocking densities should be adopted
6) Banned antibiotics and pharmacological substances should not be used
7) Farm record with details of seed stocking, inputs used, sampling details, health status, bio-security facilities available, production particulars, postharvest and marketing details etc.,
8) Standards of effluent discharge should be ensured as per norms
9) Any change in Approved layout shall be approved by the Authority
10) The Aquaculture inspector will inspect the premises of the Farm at any time and take the samples and farmer should allow Aquaculture Inspector to discharge duties as per the provisions contains under Authority.
11) The licensee ,if applicable, shall comply all the relevant Companies Act and Rules and statutory regulations
12) This certificate is not transferrable
13) This license is valid subject to obtaining the all other necessary statutory permits from other competent authorities for operation of the unit.
14) In case of issuance of license/endorsement to leased units, the license / endorsement shall remain in valid condition only in the lease agreement period

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 16

(See sub-rule (10) of Rule 12)

CONDITIONAL LICENSE FOR NEW/ EXISTING BRACKISHWATER AQUACULTURE FARM (COASTAL AQUACULTUR FARM) (BELOW 2 HA LOCATED OUTSIDE AQUAZONE VILLAGE)

License No: Date:

The Brackishwater aquaculture farm of Shri/ Smt/Miss …….. Son/ Daughter/Wife of …… resident of ……is issued with License by the District Level Implementation Committee (DLIC)--------- District on _____ with life time validity subject to the conditions overleaf

Details of units for which the license is issued

1. Application No. : Date of application:
2. Location of the Farm:
   - District :
   - Mandal :
   - Revenue Village :
3. Survey No(s). :
4. Ownership right :
5. Total farm area (Ha) :
6. Water Spread Area (Ha) :
7. Species culture :
8. Validity period of license :
9. Boundaries

   EAST : WEST :

   NORTH : SOUTH :

Signature of the Licensing Authority/
Member Secretary
DLIC…….District

Place
Date

(Seal of the Authority)

Conditions for License

1. This license is issued in anticipation of granting of CAA registration and shall be valid only on obtaining Coastal Aquaculture Authority Registration.
2. This license is valid for the validity period of CAA registration and automatically suspended when CAA Registration period is expired. The suspension of license will be revoked on renewal of the registration by CAA.
3. During the suspension period of license , the farmer shall not undertake culture.
4. License certificate shall be displayed at farm site / produced on demand by the farmer
5. Permitted species of approved stocking densities should be adopted
6. Banned antibiotics and pharmacological substances should not be used
7. Farm record with details of seed stocking, inputs used, sampling details, health status, bio-security facilities available, production particulars, postharvest and marketing details etc.,
8. Standards of effluent discharge should be ensured as per norms
9. Any change in Approved layout shall be approved by the Authority
10. The Aquaculture inspector will inspect the premises of the Farm at any time and take the samples and farmer should allow Aquaculture Inspector to discharge duties as per the provisions contains under Authority.
11. The licensee ,if applicable, shall comply all the relevant Companies Act and Rules and statutory regulations
12. This certificate is not transferrable
13. This license is valid subject to obtaining the all other necessary statutory permits from other competent authorities for operation of the unit.
14. In case of issuance of license/endorsement to leased units, the license / endorsement shall remain in valid condition only in the lease agreement period

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 17

(See sub-rule (11) of Rule 12)

CONDITIONAL LICENSE FOR NEW/ EXISTING BRACKISHWATER AQUACULTURE FARM (COASTAL AQUACULTUR FARM)
(2HA OR ABOVE 2HA FARM LOCATED OUTSIDE AQUACULTURE ZONE)

License No: Date:

The Brackishwater aquaculture farm of Shri/ Smt/Miss …….. Son/ Daughter/Wife of …… resident of ……is issued with License by the District Level Implementation Committee (DLIC)--------- District on _____ with life time validity subject to the conditions overleaf

Details of units for which the license is issued

1. Application No. : Date of application:
2. Location of the Farm:
   District :
   Mandal :
   Revenue Village :
3. . Survey No(s). :
4. . Ownership right :
5.. Total farm area (Ha) :
6. Water Spread Area (Ha) :
7. Species culture :
8. Validity period of license :
9. Boundaries

   EAST : WEST :

   NORTH : SOUTH :

Signature of the Licensing Authority/
Member Secretary
DLIC…….District

Place
Date

(Seal of the Authority)

Conditions for License

1. This license is issued in anticipation of granting of CAA registration and shall be valid only on obtaining Coastal Aquaculture Authority Registration.
2. This license is valid for the validity period of CAA registration and automatically suspended when CAA Registration period is expired. The suspension of license will be revoked on renewal of the registration by CAA.
3. During the suspension period of license , the farmer shall not undertake culture.
4. License certificate shall be displayed at farm site / produced on demand by the farmer
5. Permitted species of approved stocking densities should be adopted
6. Banned antibiotics and pharmacological substances should not be used
7. Farm record with details of seed stocking, inputs used, sampling details, health status, bio-security facilities available, production particulars, postharvest and marketing details etc.,
8. Standards of effluent discharge should be ensured as per norms
9. Any change in Approved layout shall be approved by the Authority
10. The Aquaculture inspector will inspect the premises of the Farm at any time and take the samples and farmer should allow Aquaculture Inspector to discharge duties as per the provisions contains under Authority.
11. The licensee ,if applicable, shall comply all the relevant Companies Act and Rules and statutory regulations
12. This certificate is not transferrable
13. This license is valid subject to obtaining the all other necessary statutory permits from other competent authorities for operation of the unit.
14. In case of issuance of license/endorsement to leased units, the license / endorsement shall remain in valid condition only in the lease agreement period

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 18

(See sub-rule (12) of Rule 12)

LICENSE FOR RENEWAL OF REGISTRATION OF BRACKISHWATER AQUACULTURE FARM BY CAA (COASTAL AQUACULTUR FARM) (BELOW 2 HA FARM)

License No: Date:

The aquaculture farm of Shri/ Smt/Miss …….. Son/ Daughter/Wife of …… resident of ……is issued with License by the District Level Implementation Committee (DLIC)--------- District on _____ with life time validity subject to the conditions overleaf

Details of units for which the license is issued

1. Application No. : Date of application:
2. CAA Original Registration No.: Date of Issue: :
3. Location of the Farm :
   District :
   Mandal :
   Revenue Village :
4. Survey No(s). :
5. Ownership Right :
6. Total farm area (Ha) :
7. Total water spread area (Ha) :
8. Species culture :
9. Validity period of license :
10. Boundaries

EAST : WEST :

NORTH : SOUTH :

Signature of the Licensing Authority/
Member Secretary
DLIC…….District

Place
Date

(Seal of the Authority)

Conditions for License

1. This license is issued in anticipation of granting of CAA registration and shall be valid only on obtaining Coastal Aquaculture Authority Registration.
2. This license is valid for the validity period of CAA registration and automatically suspended when CAA Registration period is expired. The suspension of license will be revoked on renewal of the registration by CAA.
3. During the suspension period of license , the farmer shall not undertake culture.
4. License certificate shall be displayed at farm site / produced on demand by the farmer
5. Permitted species of approved stocking densities should be adopted
6. Banned antibiotics and pharmacological substances should not be used
7. Farm record with details of seed stocking, inputs used, sampling details, health status, bio-security facilities available, production particulars, postharvest and marketing details etc.,
8. Standards of effluent discharge should be ensured as per norms
9. Any change in Approved layout shall be approved by the Authority
10. The Aquaculture inspector will inspect the premises of the Farm at any time and take the samples and farmer should allow Aquaculture Inspector to discharge duties as per the provisions contains under Authority.
11. The licensee ,if applicable, shall comply all the relevant Companies Act and Rules and statutory regulations
12. This certificate is not transferrable
13. This license is valid subject to obtaining the all other necessary statutory permits from other competent authorities for operation of the unit.
14. In case of issuance of license/endorsement to leased units, the license / endorsement shall remain in valid condition only in the lease agreement period

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.
FORM 19
(See sub-rule (13) of Rule 12)
LICENSE FOR RENEWAL OF REGISTRATION OF BRACKISHWATER AQUACULTURE FARM BY CAA (COASTAL AQUACULTUR FARM)
(2 HA AND ABOVE 2 HA FARM)

License No: Date:

The aquaculture farm of Shri/ Smt/Miss …….. Son/ Daughter/Wife of …… resident of ……is issued with License by the District Level Implementation Committee (DLIC)--------- District on _____ with life time validity subject to the conditions overleaf

Details of units for which the license is issued

1. Application No. : Date of application:
2. CAA Original Registration No.: Date of Issue: :
3. Location of the Farm :
   District :
   Mandal :
   Revenue Village :
4. Survey No(s). :
5. Ownership Right :
6. Total farm area (Ha) :
7. Total water spread area (Ha) :
8. Species culture :
9. Validity period of license :
10. Boundaries

EAST : WEST :
NORTH : SOUTH :

Signature of the Licensing Authority/
Member Secretary
DLIC…….District

Place
Date

(Seal of the Authority)

Conditions for License

1. This license is issued in anticipation of granting of CAA registration and shall be valid only on obtaining Coastal Aquaculture Authority Registration.
2. This license is valid for the validity period of CAA registration and automatically suspended when CAA Registration period is expired. The suspension of license will be revoked on renewal of the registration by CAA.
3. During the suspension period of license , the farmer shall not undertake culture.
4. License certificate shall be displayed at farm site / produced on demand by the farmer
5. Permitted species of approved stocking densities should be adopted
6. Banned antibiotics and pharmacological substances should not be used
7. Farm record with details of seed stocking, inputs used, sampling details, health status, bio-security facilities available, production particulars, postharvest and marketing details etc.,
8. Standards of effluent discharge should be ensured as per norms
9. Any change in Approved layout shall be approved by the Authority
10. The Aquaculture inspector will inspect the premises of the Farm at any time and take the samples and farmer should allow Aquaculture Inspector to discharge duties as per the provisions contains under Authority.
11. The licensee ,if applicable, shall comply all the relevant Companies Act and Rules and statutory regulations
12. This certificate is not transferrable
13. This license is valid subject to obtaining the all other necessary statutory permits from other competent authorities for operation of the unit.
14. In case of issuance of license/endorsement to leased units, the license / endorsement shall remain in valid condition only in the lease agreement period

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.
FORM 20
(See sub-rule (14) of Rule 12)

LICENSE FOR INNVOVATIVE/ NEW TECHNOLOGIES IN AQUACULTURE

License No: Date:

The Innovative/ new aquaculture technology unit of Shri/ Smt/Miss …….. Son/ Daughter/Wife of …… resident of ……is issued with License by the District Level Implementation Committee (DLIC)--------- District on _____ with life time validity subject to the conditions overleaf

Details of units for which the license is issued

1. Application No. : Date of application:
2. Location of the unit :

District :
Mandal :
Revenue Village :

3. Survey No(s). :
4. Geo-coordinates (If applicable): Longitude_____ Latitude_____
5. Type of Innovative/ New technology :
6. Extent of the Unit :
7. Production capacity :
8. Validity period of license :

Place:

Signature of the Licensing Authority/
Member Secretary
Date: **DLIC…….District**

(Seal of the Authority)

Conditions for License

1) License certificate shall be displayed at unit/establishment site / produced on demand by the licensee
2) Permitted species with approved stocking densities should be adopted
3) Banned antibiotics and pharmacological substances should not be used
4) Farm record with details of seed stocking, inputs used, sampling details, health status, bio-security facilities available, production particulars, post harvest and marketing details etc.,
5) Standards of effluent discharge should be ensured as per norms
6) Bore water (for freshwater related units) should not be used except to supplement the loss of evaporation
7) Any change in Approved layout shall be approved by the Authority
8) This license is valid for the details furnished in the application for unit/establishment only. Further expansion or additional capacities made to the unit/establishment shall be applied separately and obtain permission
9) The Aquaculture inspector will inspect the premises of the unit at any time and take the samples and licensee should allow Aquaculture Inspector to discharge duties as per the provisions contains under Authority.
10) The licensee ,if applicable, shall comply all the relevant Companies Act and Rules and statutory regulations
11) This certificate is not transferrable
12) This license is valid subject to obtaining the all other necessary statutory permits from other competent authorities for operation of the unit.
13) The license shall maintain the records and registers for the unit/ establishment with production details, operational details, accounts, income tax returns, safety standards and all other required book of records and shall produce for inspection by Aquaculture Inspector
14) In case of issuance of license to leased units, the license shall remain in valid condition only in the lease agreement period

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.
FORM 21
(See sub-rule (15) of Rule 12)

ENDORSEMENT ON EXISTING LICENSE/REGISTRATION OF AQUACULTURE BUSINESS OPERATIONS

Endorsement No. : Date of issue :

The aquaculture business operation unit/firm/establishment of Shri/ Smt/Miss …….. Son/ Daughter/Wife of …… resident of ……is issued with License by the District Level Implementation Committee (DLIC)--------- District on _____ with life time validity subject to the conditions overleaf

Details of units for which the license is issued

1. Application No and Date :
2. Location of the Unit :
3. Name of the Authorised person for operation of the unit/firm :
4. Type of Aquaculture Business :
5. Production Capacity of the Unit :
6. Annual turnover (Rs. In lakhs) :
7. Validity Period :

Place

Signature of the Licensing Authority/
Member Secretary
Date **DLIC…….District**

(Seal of the Authority)

Conditions for License

1) License certificate shall be displayed at office in a prominent place of the production unit for verification by the authorities under this Act
2) Licensee shall maintain the standards and comply the provisions specified in the Act and Rules
3) License is issued for the production, processing &storage establishment and sales as mentioned in the application.
4) For production of any new other than mentioned in the application, shall apply in separate application to get license duly paying prescribed fees.
5) The license is non-transferrable and the license fee once paid is not refundable
6) The license shall comply all the relevant Companies Act and Rules and statutory regulations
7) The Aquaculture inspector will inspect the premises Business establishment unit at any time and take the samples.
8) This license is valid subject to obtaining the all other necessary statutory permits from other competent authorities for operation of the unit
9) The license shall maintain the records and registers for the unit/ establishment with production details, operational details, accounts, income tax returns, safety standards and all other required book of records and shall produce for inspection by Aquaculture Inspector
10) This license is valid for details furnished in the application for unit/establishment only. Further expansion or additional capacities made to the unit/establishment shall be applied separately and obtain permission
11) In case of issuance of license/endorsement to leased units, the license / endorsement shall remain in valid condition only in the lease agreement period

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020
FORM 22
(See sub-rule (16) of Rule 12)

ISSUANCE OF NEW LICENSE FOR AQUACULTURE BUSINESS OPERATIONS

License No. : Date of issue :

The aquaculture business operation unit of Shri/ Smt/Miss …….. Son/ Daughter/Wife of …… resident of ……is issued with License by the District Level Implementation Committee (DLIC)--------- District on _____ with life time validity subject to the conditions overleaf

Details of units for which the license is issued

1. Application No and Date :

2. Location of the Unit :

3. Name of the Authorised person for operation of the unit/firm :

4. Type of Aquaculture Business :

5. Production Capacity of the Unit :

6. Annual turnover (Rs. In lakhs) :

7. Validity Period :

Place

Signature of the Licensing Authority/
Member Secretary
Date **DLIC…….District**

(Seal of the Authority)

Conditions for License

1) License certificate shall be displayed at office in a prominent place of the production unit for verification by the authorities under this Act
2) Licensee shall maintain the standards and comply the provisions specified in the Act and Rules
3) License is issued for the production, processing &storage establishment and sales as mentioned in the application.
4) For production of any new other than mentioned in the application, shall apply in separate application to get license duly paying prescribed fees.
5) The license is non-transferrable and the license fee once paid is not refundable
6) The license shall comply all the relevant Companies Act and Rules and statutory regulations
7) The Aquaculture inspector will inspect the premises Business establishment unit at any time and take the samples.
8) This license is valid subject to obtaining the all other necessary statutory permits from other competent authorities for operation of the unit
9) The license shall maintain the records and registers for the unit/ establishment with production details, operational details, accounts, income tax returns, safety standards and all other required book of records and shall produce for inspection by Aquaculture Inspector
10) This license is valid for details furnished in the application for unit/establishment only. Further expansion or additional capacities made to the unit/establishment shall be applied separately and obtain permission
11) In case of issuance of license/endorsement to leased units, the license / endorsement shall remain in valid condition only in the lease agreement period

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.
FORM 23
(See Rule 12)

REJECTION FOR ISSUE OF LICENSE/ENDORSEMENT FOR AQUCULTURE FARMS/ AQUACULTURE BUSINESS OPERATIONS.

Letter No. **Date:**

From
The Licensing Authority/
Member Secretary
DLIC
…….District

To
……
……..
…….(Address of the applicant)

Sir/ Madam

Sub: APSADA- Rejection of application for License/ endorsement of Aquaculture farms/ aquaculture business operations- Communicated- Reg

Ref: Your application No._____dated ……

*****

Your Application filed vide reference cited for license/ endorsement/ transfer of ownership for Aqua farm/ Aquaculture business operations/ Innovative technology in favour of _____ (Name of the applicant/firm/company) proposed / located at…….(V)_____(M)_____District is here by rejected due to following reasons –

1.

2

3

4

Date: **Licensing authority**
DLIC, ……District.

Note: if the applicant is aggrieved by the above decision can make an appeal before the Appellant Authority within 30 days

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.
FORM 24
(See sub-rule (6) & (7) of Rule 15)

SERVICE REQUEST FORM FOR APPROVAL OF NEW FISH INGREDIENT OR PRODUCT / FISH FEED FOR NEW SPECIES

Application No._____
Dated_____

License / Endorsement No.(issued under APSADA Act): date

1	Name of the applicant (IN BLOCK LETTERS)		
2	Applicant Address		
i	Village		
ii	Mandal		
iii	District		
iv	Mobile No.		
v	Aadhar No.		
vi	e-mail ID		
3	Name of the feed plant		
i	License / Registration No & Date		
ii	License/ Registration authority		
iii	Village		
iv	Mandal		
v	District		
vi	Phone No.		
vii	e-mail ID		
4	New Fee type: Tick appropriate one:		
	A) Fish Feed Ingredient/ Additive / Fish Feed variant / Functional Feed / Medicated Feed / Product/ ornamental feeds / micro-encapsulated feeds / hatchery feeds/ Any other (give details) B) Fish Feed For new species		
	Details of ingredient / product with specifications	Ingredients and Composition	Species for which feed is proposed to be used
I			
II			
III			

IV			
V			
VI			
VII			
5	R& D Trials carried out by (Self or any other institute) Give full details and address of the institute and contact number of the person who carried out the experiment		
6	Results of the R&D Trial (to be uploaded as a separate file)		
7	Other details if any		

Declaration:

I / We _____Son(S)/daughter(s) /wife of _____ residing at _____ hereby declare that the information furnished above is true with best of my/our knowledge and belief. It is also declared that the facility is operated in conformity with the approved standards and protocols. The produce/ product is free from any kind of banned substances

I am/We are fully aware that if it is found that the information furnished by me/us is false or there is any kind of deviation/ violation, the approval issued under APSADA Act 2020 will be cancelled without any notice.

Place:

Date:. Signature of the applicant.
Office Seal

Documents to be enclosed:

1) Product label covers
2) R& D Results reports
3) Other relevant documents

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.
FORM 25
(See clause (ii) of sub-rule (1) of Rule 18)

NOTICE TO LICENSEE FOR SAMPLE COLLECTION

Ref. No_____ **Dated_____**

From
The Aquaculture Inspector
_____
_____
To
Sri/Mrs/Miss/ Mr._____
_____
_____
(Licensee address)

Dear Sir/ Madam,

On this ……day of …….(month) 20…..the undersigned wish to collect sample(s) as described below from your firm/establishment/premises located at _____(Address).for random checking and analysis.

Details of Sample(s)

Sl. No.	Description of sample with specifications,	Name of the manufacture/ Brand	Batch No / Code No and date	Remarks
1.				
2.				
3.				

Place:
Date:

Aquaculture Inspector
Office Seal

Licensee/ Representative (signatures)
Witness; (1)
(2)

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.
FORM 26
(See sub-clause (a) of clause (iv) of sub-rule (1) of Rule 18)
ACKNOWLEDGEMENT TO LICENSEE FOR THE SAMPLE COLLECTED

Ref. No_____
Date:_____

To
Sri/Mrs/Miss/ Mr._____
_____
_____
(Licensee address)

Dear Sir/ Madam:

On this ……..day ….the undersigned has collected sample(s) as described below from your ……..……. (Name of the firm/ unit/establishment / company) situated at..... (Location) for the purpose of quality checking / analysis.

Details of sample(s) taken

Sl. No.	Description of the sample with specifications	Batch No & Code No	Brand/ Make	Remarks
1.				
2.				
3.				

The undersigned has handover one of the portion (s)/ sample (s) with properly labelled and sealed

Place: Signature of the Aqua culture Inspector
Date: Official Seal

Licensee/ Representative (signatures)
Witness: (1)

(2)

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.
FORM 27

(See sub-clause (b) of clause (iv) of sub-rule (1) of Rule 18)

LETTER TO REGIONAL LABORTORY/EMPANELLED PRIVATE LABORATORY FOR ANALYSIS OF SAMPLE(S)

From:
Aquaculture Inspector
_____
_____

To
The Analyst
Regional Laboratory_____
_____
_____

Lr No._____ Dated_____

Sir/ Madam,

The sample described below is sent herewith for analysis under Rule 18(1)(iv)(b) of APSADA Act 2020 with proper sealing and labelling

Details of samples sent

Sl. No.	Description of sample(s) (Type and specifications)	Code No. of the Sample	Parameters to be tested/ analysed	Remarks
1.				
2.				

The analysis report may kindly be sent to the undersigned within the prescribed time for initiating further action. The receipt of sample(s) intact may kindly be acknowledged

Encl: Sample(s) with proper labelling and sealing

Place: Signature of the Aquaculture Inspector

Date: Office Seal

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 28

(See sub-clause (c) of clause (iv) of sub-rule (1) of Rule 18)

SAMPLE SENT TO REFERRAL LABORATORY FOR ANALYSIS

From:
Aquaculture Inspector
_____
_____

To
The Analyst
Referral Lab
_____
_____
_____

Lr No._____ Dated_____

Sir/ Madam,

The sample described below is sent herewith for analysis under Rule 18(1)(iv)(c) of the APSADA Rules, 2020 with proper sealing and labelling

Details of samples sent

Sl. No.	Description of sample(s) (Type and specifications)	Code No. of the Sample	Parameters to be tested/ analysed	Remarks
1.				
2.				

The sample (s) may be preserved for the prescribed period and may be analysed as and when the undersigned requested to do so as per the provisions contained under APSADA Act 2020 and Rule 18(1)(iv)(c) of the APSADA Rules, 2020.

The receipt of sample(s) intact may kindly be acknowledged.

Encl: Sample(s) with proper labelling and sealing

Place: Signature of the Aquaculture Inspector

Date: Official Seal

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 29

(See sub-clause (e) of clause (iv) of sub-rule (1) of Rule 18)

SERVICE RQUEST FORM BY LICENSEE FOR SENDING THE SAMPLE TO NABL ACCREDITATED PRIVATE LABORATORY FOR ANALYSIS

From:

_____

_____

_____

(Address of the Licensee)

To
The Licensing Authority/
Member Secretary
DLIC, _____ District.

Lr. No._____ Dated_____

Sir/ Madam

Sub: Request for sending the sample(s) to Government approved Lab-Reg.
Ref: Aquaculture Inspector Notice No._____.

<<<>>>

I submit that, the Aquaculture Inspector, _____ location has collected the sample(s) from my/our firm/unit/establishment located at_____ (location of the unit) on _____(Dated) vide reference cited.

In this context, I request the Licensing Authority kindly to consider to issue instructions to Aquaculture Inspector, _____ location to send the sample(s) collected from my/our firm/unit/establishment to Government approved laboratory for analysis for my/our reference. The prescribed fee for analysis of samples is remitted and the details are furnished below.

Details of fee remittance:

Place: Signature of the Licensee
Date: Seal:

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 30

(See sub-clause (e) of clause (iv) of sub-rule (1) of Rule 18)

SERVICE REQUEST FORM FOR FORWARDING THE REQUEST OF LICENSEE FOR ANALYSIS TO ANY OTHER GOVERNMENT APPROVED LABORATORY

To,
The Analyst
……
……

Sir/Madam,

On …… (date of collection of sample), I collected fish feed/Ingredient/input sample from one of the licensee for the purpose of analysis under AP State Aquaculture Development Authority Act, 2020. As per the provisions of the Act, the licensee has requested to send the samples to your laboratory for analysis.

A total of … samples are herewith enclosed with proper sealing and labelling for analysis. Please analyse the enclosed samples as detailed below at the earliest and send the report in duplicate along with the invoice of analysis charges for processing the payment.

Details of samples sent

Sl. No.	Description of sample(s) (Type and specifications)	Code No. of the Sample	Parameters to be tested/ analysed	Remarks
1.				
2.				

The analysis report may kindly be sent to the undersigned at the earliest for initiating further action. The receipt of sample(s) intact may kindly be acknowledged

Encl: …….. (nos) fish feed samples.

Date..... Signature of Aquaculture Inspector

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.
FORM 31
(See sub-clause (f) of clause (iv) of sub-rule (1) of Rule 18)

ADDITIONAL SAMPLE SENT TO REGIONAL LABORATORY FOR ANALYSIS ON REFUSAL TO ACCEPT SAMPLE BY THE LICENSEE

From:
Aquaculture Inspector

_____

To
The Regional Laboratory

_____

Lr. No _____Dated_____:

Sir/ Madam.

Sub: APSADA Act 2020- Sample (s) collected from _____ on _____- Licensee refused to take the sample(s)- Preserving the sample – requested – regarding

Ref: Notice issued under Rule 18(1)(iv)(f) of the APSADA Rules to the Licensee vide Lr. No_____ Dated_____

<<<>>>

I am to state that, I have collected the following sample (s) vide reference cited from the _____(name of the firm/unit/establishment) located at_____(location of the unit) on _____(Date) for quality checking/ analysis as per the provisions contained under Rule 18(1)(iv)(f) of the APSADA Rules, 2020.

Sl. No.	Description of sample with specifications collected	Name of manufacture	Batch No / Code No Manufacturing date	Remarks
1.				
2.				

On collection of the sample (s), I have handed over one portion (s) of sample (s) of above mentioned sample(s) collected to the licensee with proper label and sealing. But the licensee has refused to take the sample(s) without assigning any reasons.

Therefore , I request the In-Charge Office, Regional Laboratory to preserve the refused sample and hand over the sample to the concerned Aquaculture Inspector in case legal proceedings.

Place: Signature of the Aqua culture Inspector

Date: Official Seal

Copy to the the Licensing Authority_____ District for favour of kind information

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.
FORM 32
(See sub-rule (7) of Rule 19)

SAMPLE ANALYSIS REPORT

Test Report No._____ Date:_____

1. Reference /Code No. of Aquaculture Inspector:_____

2. Samples received from_____(details of Aquaculture Inspector)

3. Date of sample (s) received.....

4. Condition and seal of the sample (s): _____

5. Test results of the sample

Sl No.	Description the sample	Parameters tested	Result with units	Prescribed /Optimal Range with units	Observations/ Remarks

Date: Signature of the Lab Analyst

Office Seal

Copy to the Licensing Authority _____ District for information.
Copy to the Aquaculture Inspector---------- for information

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 33

(See sub-rule (2) of Rule 20)

SERVICE REQUEST FORM BY LICENSEE FOR TESTING OF SAMPLE IN REFERRAL LABORATORY ON THE RESULT OF REGIONAL LABORATORY

From:

_____

_____

_____

(Address of the Licensee)

To

The Aquaculture Inspector

_____

Sir/ Madam,

Sub: Request for sending sample (s) to Referral Laboratory- Regarding.

Ref: Aquaculture Inspector_____ location Ref No. _____

<<<>>>

I am to submit that, I aggrieved by the regional laboratory analysis report given for the sample (s) collected from my/our firm/unit/establishment by the Aquaculture Inspector, _____ Station on _____ vide reference cited.

In this connection, I request the Aquaculture Inspector to send the same sample(s) to the referral laboratory for analysis. The requisite fee for analysis of samples at referral laboratory has been paid and the details are submitted hereunder:

Fee remittance particulars:

Place: Signature of the Licensee

Date: Seal:

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 34

(See sub-rule (9) of Rule 21)

RECORD/REPORT OF INQUEST

(To be attached with Inquest Inspection report to be submitted to Licensing Authority by the Aquaculture Inspector)

Inquest Report No. _____ Dated_____

1) Name and Address of the Firm or Licensee:
2) Date, time and place where licensee refused to take sample from the property or facility :
3) Details of the property or facility for which inquest was done:
4) Inquest i) Commenced at ……(time) on …… (date)
   ii) Closed at…….(time) on…….(date)
5) Items, number , weight, batch number, specifications and its Value and complete details of item with evidences found during the inquest
6) Inquest report of the Designated Committee:
7) Violations observed by the Committee
8) Final recommendation of the Committee for initiating further action by the Licensing Authority:

Signatures of the Designated Committee Members

SL. No	Name, Designation and organisation	Signature
1		
2		
3		
4		
5		

Enclosures details:

Aquaculture Inspector

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 35

(See sub-rule (10) of Rule 21)

INSPECTION REPORT AFTER INQUEST

Ref. No. **Date:**

From

The Aquaculture Inspector

_____

_____

To

The Licensing Authority/

Member Secretary

DLIC, ……District

APSADA

Sir,

Sub: Fisheries –- Detailed Inspection Report for inquest conducted - report-Submitted – Reg.

Ref: Inquest Report of the Designated Committee Report No._____Dt _____

***

I am to submit that, the Designated Committee has conducted inquest at _____(name and address of the unit/ establishment) located at _____(address) on _____ (Date) .

In this context, the Inquest report of the Designated Committee along with its recommendations for taking further action as per the provisions contained under APSADA Act 2020 , is herewith submitted for favour of kind information and initiating further action as per the recommendations of the Designated Committee.

Place: Signature of the Aquaculture Inspector

Date: Seal

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 36

(See clause (i) sub-rule (3) of Rule 23)

SERVICE REQUEST FORM FOR HATCHERY CERTIFICATION

Application No._____ Date_____

Registration/ License No_____ Date_____

Issuing Authority_____

Service request applied for

□ Certification for Shrimp hatchery

□ Certification for Fish seed hatchery

1	Name of the applicant (IN BLOCK LETTERS)	
2	Applicant Address & Details	
i	Village	
ii	Mandal	
iii	District	
iv	Mobile No.	
v	Aadhaar No.	
3	Details of the hatchery/LRC	
i	Name of the Hatchery/LRC	
ii	Address of the facility	
4	Hatchery details	
i	Total Land Area (ha)	
ii	Total Water Area (ha	
iii	Land (ha): (Own/On lease/ Other-specify	
5	Hatchery infrastructure details(details of various facilities for breeding, hatching, rearing facilities including bio-security facilities)	

6	Details of in-house lab facilities including instruments, equipment available for testing the quality of seed produced in the hatchery	

7. Details of brood stock maintained for the last 3 years

SI. No.	Year	Species	Sex	Number	Average weight	Source

8	Source of water(Bore well / Reservoir / Irrigation canal / Dug well/sea/ creek/back water etc)	
9	Source of energy (Electric / Diesel or any other)	
10	Seed sale; species-wise for the last five years:	

11. Sale of fish/ shrimp seed for the last 3 years

Species	Stage of seed	Number in lakhs

13. **History of Disease Outbreak, if any**

Year	Disease outbreak	Description /Remarks	Cause	Treatment / preventive measures adopted

14. **Details of man power**

1. Skilled man power (No's) :

2. Unskilled manpower (No's) :

Total manpower engaged (NO's) :

15. **Annual returns (Rs. In lakhs) :**

16. **Any other details if any**

17. **Details of fee paid:**

    1. Amount Paid :
    2. Mode of payment: Cash/ ATM/NEFT/ NET Banking

Declaration:

I / We _____Son(S)/daughter(s) /wife of _____ residing at _____ hereby declare that the information furnished above is true with best of my/our knowledge and belief. It is also declared that the facility is operated in conformity with the approved standards and protocols. The produce/ product is free from any kind of banned substances

I am/We are fully aware that if it is found that the information furnished by me/us is false or there is any kind of deviation/ violation, the Certification issued under APSADA Act 2020 will be Suspended or cancelled without any notice.

Place:
Date.: **Signature of the applicant**
Office Seal

Documents to be enclosed

1) Aadhaar Card
2) Ownership / Lease document of hatchery (minimum five years)
3) Layout of the hatchery
4) Registration certificate, if any
5) Necessary permission for water source, if farm depends on external resources
6) Other documents

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 37

(See clause (i) sub-rule (3) of Rule 23)

SERVICE REQUEST FORM FOR CERTIFICATION OF FEED MANUFACTURING PLANTS

Application No._____

Dated_____

License / Endorsement No. (issued under APSADA Act, 2020): date

1	Name of the applicant (IN BLOCK LETTERS)		
2	Applicant Address		
i	Village		
ii	Mandal		
iii	District		
iv	Mobile No.		
v	Aadhar No.		
vi	e-mail ID		
3	Name of the feed plant		
i	License / Registration No & Date		
ii	License/ Registration authority		
iii	Village		
iv	Mandal		
v	District		
vi	Phone No.		
vii	e-mail ID		
4	Type of feed produced in the plant with specifications		
	Type of feed with specifications	Composition of the feed	Species for which feed is used
I			
II			
III			
IV			
V			
VI			
VII			
5	Infrastructure facilities available (Machinery, equipment, storage facility, Quality control systems, ETP, Water source, etc.,		

6	Details of in-house lab facilities including instruments, equipment, working facilities, safety standards etc., available for testing the quality of feed produced in the manufacturing plant	
7	Annual production capacity (M Tonnes) for last 3 years	
8	Annual turnover (Rs. In lakhs) for the last 3 years	
9	Standards following for production of feed	
10	Details of statutory clearance obtained	
11	Other details if any	

Declaration:

I / We _____Son(S)/daughter(s) /wife of _____ residing at _____ hereby declare that the information furnished above is true with best of my/our knowledge and belief. It is also declared that the facility is operated in conformity with the approved standards and protocols. The produce/ product is free from any kind of banned substances

I am/We are fully aware that if it is found that the information furnished by me/us is false or there is any kind of deviation/ violation, the Certification issued under APSADA Act 2020 will be Suspended or cancelled without any notice.

Place:

Date:. Signature of the applicant.
Office Seal

Documents to be enclosed:

4) Product label covers
5) Laboratory analysis reports
6) License permits
7) Report on facilities and infrastructure available
8) Report on various feeds producing with specifications and brand/make
9) Detailed report on following the SOPs
10) Production capacity and production particulars of last 3 years
11) Annual returns of last 3 years as per audit reports
12) Other relevant documents

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 38

(See clause (v) sub-rule (3) of Rule 23)

INSPECTION REPORT FOR HATCHERY CERTIFICATION

Ref No._____ **Dated_____**

1	Name of the applicant (IN BLOCK LETTERS)	
2	Applicant Address & Details	
3	Name of the hatchery /LRC with address	
4	Ownership	
5.	License Details	
6.	Year of Establishment	
7.	Species produced in hatchery	
8.	Brood Stock Available (No.) Male: Female:	
9	Origin of the brood Stock	
10.	Average size of the Brood Stock	
11.	History of Disease Outbreak, If any.	
12.	Infrastructure Available Fish: Overhead tank, Breeders Pond, Incubation Pool,	

	Breeding Pool, Nursery ponds, rearing Ponds etc. Shrimp: Brooders Tank, maturation Tanks, hatching tanks, larval rearing tanks, Post larval rearing tanks, algal tanks (indoor & Outdoor), live feed culture tanks, Effluent treatment system etc..	
13.	Equipment Available: Water & Air supply, filters for treatment of water, lights, other equipment etc..	
14	Details of in-house lab facilities available including instruments, equipment and other facilities for testing the quality of seed produced in the hatchery	
15.	Whether the SOPs are displayed and conforming to the conditions of the APSADAA rules, 2020	
16.	Whether the Hatchery/LRC is maintaining the HACCP and displaying in the unit	
17.	Whether the requisite documents have submitted and fulfilled the conditions as per the APSADAA rules 2020 and AP Aquaculture Seed Act If No, details thereof	
18.	Whether any banned substances/ adulterations found If yes, details thereof	
19.	Whether the inputs are stored properly If No, details thereof	
20.	Whether the in-house laboratory established and registered under the APSADAA rules 2020, If no, details thereof	
21	Whether the Personnel are trained and having knowledge for running the hatchery	
22	Whether the seed analysis report obtained from the notified laboratory conforming	

	to the AP Aquaculture Seed Act, 2006. (Pl. furnish the report)	
23	Whether any infection found by naked eye/ microscopic observations, If yes, details thereof	
24	Whether any violation is observed during the inspection. If yes, details thereof	
25	Whether the prescribed fee has been paid.If any short fall please mention details	
26	Any shortfall noticed during the inspection which can be rectified within stipulated time.	
27	Remarks of the Committee	
28	Recommendation of the Committee(Recommended/ Not Recommended)	

Documents to be furnished:

1) Report on facilities and infrastructure available
2) Detailed report on following the SOPs
3) Other relevant documents

Signatures of the inspection Committee members

S. No.	Name and Designation	Organization	Signature
1			
2			
3			
4			
5			

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.
FORM 39
(See clause (v) sub-rule (3) of Rule 23)
INSPECTION REPORT FOR FEED MANUFACTURING PLANT CERTIFICATION

Ref No._____ **Dated_____**

1	Name of the applicant (IN BLOCK LETTERS)	
2	Applicant Address & Details	
3	Name of the feed plant with location details	
4	Ownership	
5.	License Details	
6.	Year of Establishment	
7.	Types of feed produced	
8.	Infrastructure including Machinery, safety standards, working facilities and other facilities available	
8.	Equipment Available	
9	Details of in-house lab facilities along with instruments, equipment available to test the quality of the feed produced	
9.	Whether the SOPs are displayed and conforming to the conditions of the APSADAA rules, 2020	
10.	Whether the feed plant is maintaining the HACCP and displaying in the unit	
11.	Whether the requisite documents have submitted and fulfilled the conditions as per the APSADAA rules 2020	

	If No, details thereof	
12.	Whether any banned substances/ adulterations found If yes, details thereof	
10.	Whether the feed ingredients are stored properly If No, details thereof	
11.	Whether any infestation/ fungal infection observed in the feed/ feed ingredients/ additives etc. If yes, details thereof	
12.	Whether the Personnel are trained and having knowledge for running the plant	
13	Whether any violation is observed during the inspection. If yes, details thereof	
14.	Whether the prescribed fee has been paid. If any short fall please mention details	
15	Any shortfall noticed during the inspection which can be rectified within stipulated time.	
16	Remarks of the Committee	
17.	Recommendation of the Committee (Recommended/ Not recommended)	

Documents to be enclosed:

1) Report on facilities and infrastructure available
2) Detailed report on following the SOPs
3) Other relevant documents

Signatures of the inspection Committee members

S. No.	Name and Designation	Organization	Signature
1			
2			
3			
4			
5			

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES 2020.

FORM 40

(See clause (ix-sub-rule (3) of Rule 23)

CERTIFICATION FOR HATCHERY/LARVAL RERARING CENTRE

No. **Date:**

Sub:- APSDA- Inspection of hatchery by Technical agency - issue of certification for hatchery/LRC- regarding

Ref:- Inspection report of Technical Agency vide Ref No._____dated_____

The hatchery / LRC located at the following address has been inspected by the Technical agency empanelled for the purpose and recommended for certification of the unit. Hence, the Certification to Hatchery/LRC is hereby approved and sanctioned under the provisions of the APSADA Act and Rules 2020 as detailed below.

1. Name of the Hatchery / LRC unit :
2 Sy No. of the land in which the unit located :
3. Address :
4. Aquaculture seed permitted to produce :
5. Validity period: From_____ To_____

This certificate is issued subject to the following conditions:

1) The standards and protocols of Hatchery/LRC shall confirm to the standards as per the provisions of the APSADA Act 2020 and AP Aquaculture Seed (Quality Control) Act 2006
2) The Hatchery/LRC shall be open to the inspection as per the provisions under APSADA Act 2020 at all times and for sample collection/ quality checks .
3) Any violations found will make certification of the unit issued will be suspended / cancelled.
4) Aquaculture Inspector/ Third Party Technical Agency will inspect the facilities periodically and checks the standards and SOPs following in the hatchery and also take the samples and owner/ operator should allow Aquaculture Inspector/ Third Party Technical agency to discharge duties as per the provisions contains under Authority

Signature of the Licensing Authority
Seal

To
Sri----------
Name of the Hatchery
Address

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 41

(See clause (ix) sub-rule (3) of Rule 23)

CERTIFICATION FOR FEED MANUFACTURING PLANT

No. **Date:**

Sub:- APSADA- Inspection of Feed Plant by Technical agency - issue of **certification for Feed Manufacturing Plant- regarding**

Ref:- Inspection report of Technical Agency vide Ref No._____dated_____

The Feed Manufacturing Plant Unit located at the following address has been inspected by the Technical agency empanelled for the purpose and recommended for accreditation of the unit. Hence, the Certification to the Feed manufacturing Plant Unit is hereby approved and sanctioned under the provisions of the APSADA Act and Rules 2020 as detailed below.

1. Name of the Fed manufacturing Plant unit :
2. Sy No. Of the land in which the unit located:
3. Address :
4. Type of feed permitted to produce :
5. Validity Period: From_____ To _____

This certificate is issued subject to the following conditions:-

1) The standards and protocols of the Feed Manufacturing Plant shall confirm to the standards as per the provisions of the APSADA Act 2020 .
2) The Feed Manufacturing Plant shall be open to the inspection as per the provisions under APSADA Act 2020 at all times and for sample collection/ quality checks .
3) Any violations found will make certification of the unit issued will be suspended / cancelled.
4) Aquaculture Inspector/ Third Party Technical Agency will inspect the facilities periodically and checks the standards and SOPs following in the hatchery and also take the samples and owner/ operator should allow Aquaculture Inspector/ Third Party Technical agency to discharge duties as per the provisions contains under Authority

Signature of the Licensing Authority
Seal

Sri----------
Name of the Feed Plant
Address

STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.
FORM 42
(See clause (i) sub-rule (4) of Rule 23)

SERVICE REQUEST FORM FOR CERTIFICATION OF SEED PRODUCED FROM CERTIFIED HATCHERIES

Application No._____
Dated_____

License / Endorsement No.---------- **Dated**
Certification of the unit Reference No. --------- **Dated----------**

Service request applied for

□ Certification **of Shrimp Seed**

□ Certification of **Fish Seed**

1	Name of the applicant (IN BLOCK LETTERS)	
2	Applicant Address & Details	
i	Village	
ii	Mandal	
iii	District	
iv	Mobile No.	
v	Aadhaar No.	
3	Details of the hatchery/ LRC	
i	Name of the Hatchery/ LRC	
ii	Address of the facility	
4	Hatchery details	
i	Total Land Area (ha)	
ii	Total Water Area (ha	
Iii	Land (ha): (Own/On lease/ Other-specify	
5	Hatchery infrastructure details(details of various facilities for breeding,	

	hatching, rearing facilities including bio-security facilities)	
6	Details of in-house lab facilities including instruments, equipment available for testing the quality of seed produced in the hatchery	

7. Details of brood stock maintained for the last 3 years

Sl. No	Year	Species	Sex	Number	Avt. Weight (Kgs)	Source

8	Source of water : (Bore well / Reservoir / Irrigation canal / Dug well/sea/creek/back water etc)	
9	Source of energy (Electric / Diesel or any other)	
10	Seed sale; species-wise for the last five years:	

11. Sale of fish/ shrimp seed for the last 3 years

Species	Stage of seed	Number in lakhs

12. History of Disease Outbreak, if any

Year	Disease outbreak	Description / Remarks	Cause	Treatment / preventive measures adopted

13. Annual returns (Rs. In lakhs) :

14. Any other details if any

15. Details of fee paid:

i. Amount Paid :

ii. Mode of payment: Cash/ ATM/NEFT/ NET Banking

Declaration:

I/we_____ Son(S)/daughter(s) /wife of_____ residing at _____ hereby declare that the information given above is true and the produce/ product/s is/are in conformity with the approved composition/ standards/ specifications required for aquaculture. The produce/ product is free from any kind of banned substances.

I am/We are fully aware that if it is found that the information furnished by me/us is false or there is any kind of deviation/ violation, the Certification issued under APSADA Act 2020 will be Suspended or cancelled without any notice.

Place:
Date.: **Signature of the applicant**
Office Seal

Documents to be enclosed"

1) Aadhaar Card
2) Ownership / Lease document of hatchery (minimum five years)
3) Layout of the hatchery
4) Registration certificate,
5) Necessary permission for water source, and statutory permits
6) Other documents

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 43

(See clause (i) sub-rule (4) of Rule 23)

SERVICE REQUEST FORM FOR CERTIFICATION OF FEED PRODUCED FROM CERTIFIED FEED MANUFACTURING PLANTS

Application No._____

Dated_____

License / Endorsement No.---------- **Dated----------**

Certification of the unit Reference No. --------- **Dated----------**

1	Name of the applicant (IN BLOCK LETTERS)		
2	Applicant Address		
i	Village		
ii	Mandal		
iii	District		
iv	Mobile No.		
v	Aadhar No.		
vi	e-mail ID		
3	Name of the feed plant		
i	License No & Date		
Ii	Production Capacity (tons/day)		
iii	Village		
iv	Mandal		
v	District		
vi	Phone No.		
vii	e-mail ID		
4	Type of feed with specification for which applied for certification		
	Type of feed with specifications	Composition of the feed and species for which	Species for which feed is used
I			
II			
III			
IV			
V			
VI			

5	Infrastructure facilities available (Mechinery, equipment, storage facility, Quality control systems, ETP, Water source, etc.,	
6	Details of in-house lab facilities including instruments, equipment available for testing the quality of feed produced in the feed manufacturing plant	
7	Annual production capacity (M Tonnes) for last 3 years	
8	Annual turnover (Rs. In lakhs) for the last 3 years	
9	Standards following for production of feed	
10	Details of statutory clearance obtained	
11	Other details if any	

Declaration:

I/we_____ Son(S)/daughter(s) /wife of_____ residing at _____ hereby declare that the information given above is true and the produce/ product/s is/are in conformity with the approved composition/ standards/ specifications required for aquaculture. The produce/ product is free from any kind of banned substances.

I am/We are fully aware that if it is found that the information furnished by me/us is false or there is any kind of deviation/ violation, the Certification issued under APSADA Act 2020 will be Suspended or cancelled without any notice.

Place:

Date:. Signature of the applicant.
Office Seal

Documents to be enclosed:

1) Product label covers
2) Laboratory analysis reports
3) License permits
4) Report on various feeds producing with specifications and brand/make
5) Detailed report on following the SOPs
6) Production capacity and production particulars of last 3 years
7) Other relevant documents

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 44

(See clause (x) sub-rule (4) of Rule 23)

INSPECTION REPORT FOR SEED PRODUCED FROM CERTIFIED HATCHERY

Ref No._____ **Dated_____**

License / Endorsement No.---------- **Dated----------**

Certification of the unit Reference No. --------- **Dated----------**

1	Name of the applicant (IN BLOCK LETTERS)	
2	Applicant Address & Details	
3	Name of the hatchery /LRC with address	
4	Ownership	
6.	Year of Establishment	
7.	Certification applied for species	
8.	Whether the seed analysis report obtained from the notified laboratory conforming to specifications of quality standards	
9.	Whether any infection found by naked eye/ microscopic observations If yes, details thereof	
10	Details of infrastructure available in the hatchery	
11	Details of in-house lab facilities available including	

	instruments, equipment for testing the quality of seed produced in the hatchery	
12.	Whether the prescribed fee has been paid. If any short fall please mention details	
13.	Any shortfall noticed during the inspection which can be rectified within stipulated time.	
14.	Remarks of the Committee	
15.	Recommendation of the Committee (Recommended/ Not Recommended)	

Documents to be furnished:

1) **Laboratory analysis reports**
2) **Detailed report on complying of standards of various species seed applied for certification**
3) **Other relevant documents**

Signatures of the inspection Committee members

S. No.	Name and Designation	Organization	Signature
1			
2			
3			
4			
5			

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES 2020
FORM 45
(See clause (x) sub-rule (4) of Rule 23)

INSPECTION REPORT FOR FEED CERTIFICATION

Ref No._____ **Dated_____**

License / Endorsement No.---------- **Dated----------**

Certification of the unit Reference No. --------- **Dated----------**

1	Name of the applicant (IN BLOCK LETTERS)	
2	Applicant Address & Details	
3	Aquaculture Business Name, Address & Contact Details	
4	Ownership	
6.	Year of Establishment	
7.	Certification applied for types of feed	
8	Details of infrastructure available at Feed Plant, including machinery, equipment, facilities, safety standards, working facilities etc.,	
9	Details of in-house lab facilities available including instruments, equipment for testing the quality of feed produced in the Feed plant	
10	Whether any banned substances/ adulterations found If yes, details thereof	
11	Whether the feed ingredients are stored properly If No, details thereof	
12.	Whether any infestation/ fungal infection observed in the feed/ feed ingredients/ additives etc.	

	If yes, details thereof	
13.	Whether the feed analysis report obtained from the notified laboratory conforming to the label prescription and proximate composition details	
14	Whether the feeds applied for certifications are complying with the standards prescribed under APSADA Act and AP Fish Feed Ordinance 2020 (Pl. furnish a separate report for each variety of feed)	
15	Whether any violation is observed during the inspection. If yes, details thereof	
16.	Whether the prescribed fee has been paid. If any short fall please mention details	
17	Any shortfall noticed during the inspection which can be rectified within stipulated time.	
18	Remarks of the Committee	
19.	Recommendation of the Committee (Recommended/ Not recommended)	

Documents to be enclosed:

1) **Laboratory analysis reports**
2) **Detailed report on complying of standards of various feeds applied for certification**
3) **Other relevant documents**

Signatures of the inspection Committee members

S. No.	Name and Designation	Organization	Signature
1			
2			
3			
4			
5			

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES 2020.

FORM 46

(See clause (xi) sub-rule (4) of Rule 23)

CERTIFICATION OF SEED PRODUCED FROM CERTIFIED HATCHERIES/LRC

Seed certification No. **Date:**

Hatchery certification No. **Date**

Sub:- APSADA- Inspection of the seed produced from the hatchery by Technical agency

- issue of certification for the seed produced from the hatchery/LRC- regarding

Ref:- Inspection report of Technical Agency vide Ref No._____dated_____

The hatchery / LRC located at the following address has been inspected by the Technical agency empanelled for the purpose and recommended for certification of the seed produced from the unit . Hence, the certification to the following finfish and shellfish seed produced by the above Hatchery /LRC unit is hereby issued under the provisions of the APSADA Act and Rules 2020.

1. Name of the Hatchery / LRC unit :
2. Sy No. Of the land in which the unit located :
3. Address of the hatchery :
4. Validity period ; From _____ To _____

Sl. No	Species	Stage of the Seed (Spawn/Fry/Fingerlings/ Nauplii/ PL/Crablets/ Any other

Certification of seed is issued subject to the following conditions:-

1) The standards and specifications of the seed produced from the Hatchery/LRC shall confirm to the standards as per the provisions of the APSADA Act 2020 and AP Fish Seed (Quality Control) Act 2006..
2) The Hatchery/LRC shall be open to the inspection as per the provisions under APSADA Act 2020 and AP Fish Seed (Quality Control) Act 2006 at all times and for sample collection/ quality checks .
3) Any violations found will make certification issued for the seed produced from the unit will be suspended / cancelled.

Signature of the Licensing Authority
Seal

Sri----------
Name of the Hatchery
Address

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 47

(See clause (xi) sub-rule (4) of Rule 23)

CERTIFICATION FOR FEED PRODUCED FROM CERTIFIED FEED MANUFACTURING PLANT

Feed certification No. **Date:**

Feed plant certification No. **Date:**

Sub:- APSADA- Inspection of Feed produced from the Feed manufacturing plant by Technical agency - issue of **Certification of Feed** produced from the Feed Manufacturing plant **- regarding**

Ref:- Inspection report of Technical Agency vide Ref No._____dated_____

<<<<>>>>

The Feed Manufacturing Plant Unit located at the following address has been inspected by the Technical agency empanelled for the purpose and recommended for certification of feeds produced from the unit vide reference cited. Hence, the Certification of the following feeds produced by the certified feed manufacturing unit is hereby issued

1. Name of the Fed manufacturing Plant unit :
2. Sy No. Of the land in which the unit located:
3. Address :
4. Validity period ; From _____ To _____

Sl. No	Description of the feed	Specification of the feed with species for which feed is used	Brand/ Make/ Code No	Standards followed

This feed certification and also subject to the following conditions:-

1. The standards and specifications of Feed Plant and production of various fish and shrimp feeds shall confirm to the standards as per the provisions of the APSADA Act 2020 and AP Fish Feed (Quality Control) Ordinance 2020..
2. The Feed manufacturing Plant shall be open to the inspection as per the provisions under APSADA Act 2020 and AP Fish Feed (Quality Control) Ordinance 2020 at all times and for sample collection/ quality checks .
3. Any violations found will make accreditation and certification issued will be suspended / cancelled.

Signature of the Licensing Authority
Seal

To
Sri----------
Name of the Feed Plant
Address

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.
FORM 48
(See sub-rule (1) of Rule 25)

NOTICE TO THE LICENSEE FOR SEIZURE AND FORFEITURE OF THE STOCK

Notice No. Date:

From
The Aquaculture Inspector
_____ Location
_____ District

To
Shri/ Smt./Kum_____
_____
_____
_____
(Address of the licensee)

Sub: APSADA- Seizure and Forfeiture of the Stock – Issue of Notice – regarding
Ref: Licensing Authority, _____ District Lr. No._____

<<<>>>

Notice is hereby issued to inform you that the following offense have been committed by your firm/unit/ establishment in violation of provision prescribed under Rule 27(1) of the APSADA Rules, 2020.

A. Nature of Offence/s committed by you / your firm

1. Doing Aquaculture Business without license
2. The License was obtained by concealment or misrepresentation as to an essential fact/s;
3. Preventing Aquaculture Inspector from exercising his/her powers (3rd time)
4. Physical attack on Aquaculture Inspector or any other staff while performing his/her duty
5. Sub-standard Aquaculture product proved by lab report by lab report for the 1st time during the license period
6. Sub-standard Aquaculture product proved by lab report for the 2nd time during the license period
7. Sub-standard Aquaculture product proved by lab report for the 3rd time during the license period
8. If licensee carryout any aquaculture business operations other than for which license is obtained
   (Note: strike off whichever is not applicable)

B. Place of offense committed:
C. Date on which the sample collected from your Firm:
D. Date on which result of sample published:
E. Result of sample result:

As a consequence of the offense committed by you / your firm, the seizure and forfeiture of your stock is initiated against you / your firm as mentioned below.

1. Destruction of seed in the hatchery / farm
2. Seizure, auction and sale of the harvest in the pond and appropriating the sale proceeds into the account of APSADA.
3. Lock the premises/ facility of the unit/ establishment/ Plant / shop / Storage point / Post harvest facility/ lab / service centre/ any other aquaculture business operation.
4. Others (Specify)_____
   (Note: strike off whichever is not applicable)

Basing on the above observations and grounds and in exercise of the powers conferred under Rule 25(2) of the APSADA Rules, 2020, the seizure and the forfeiture of the stock as mentioned above is hereby implemented in the presence of the Designated Committee Members appointed for the purpose.

Place: Signature of the Aquaculture Inspector
Date Seal

Name and designation of the Designated Committee Members attended

Sl. No	Name, Designation and Organization of the Designated Committee Members	Signature
1		
2		
3		
4		
5		

Copy to the _____ Licensing Authority, District Level Implementation Committee, AP State Aquaculture Development Authority, _____ District for favour of kind information
Copy to the Member Secretary, District Level Implementation Committee, AP State Aquaculture Development Authority, _____ District for favour of kind information.

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 49

(See sub-rule (1) of Rule 26)

SHOW-CAUSE NOTICE FOR SUSPENSION / CANCELLATION OF LICENSE

Notice No._____ Date ……..

Sub:-APSADA- Show Cause Notice Issued under Rule 26(1) of the APSADA Rules, 2020.

Ref:-1. Regional/ Referral Laboratory Report No. ___ Dated_____

2. Inspection report No_____ Dated _____ of Aqua Culture Inspector, _____ (station) along with Inquest report of the Designated Committee Dated_____

<<<>>>

As per the laboratory report (vide reference 1st cited), it was found that the samples Code Nos..... collected from you / your firm / company on ....., are not complying with the prescribed standards.

(Or)

It is brought to the notice of undersigned that, as per the inspection report received vide reference cited pertains to your firm/unit/ establishment, along with inquest report, the following violations of provisions under the APSADA Act and Rules are reported .

(1)

(2)

(3)

Hence, as per the provisions contained in the Rule 26 of the APSADA Rules, 2020, you are informed to furnish your explanation on the above violations along with supporting documents/ evidences within 30 days from the date of receipt of this notice, as why an order should not be passed by the undersigned for issuing order for suspension/ cancellation/ imposing penalty/ order for prosecutions against your firm/ unit/ establishment..

Further, you are informed that failure to show cause and submit your explanation in writing within the period mentioned above, will be construed that you have no explain to offer for the above violations and action deemed fit will be taken as per the provisions of the APSADA Act 2020 without any further intimation/notice to you in this matter.

You are requested acknowledge the receipt of this show cause notice.

Signature of the Licensing Authority

Seal

To,

The Licensee

_____

_____

_____

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.
FORM 50

(See sub-rule (5) of Rule 26)

SUSPENSION / CANCELLATION OF LICENSE

Ref. No._____ Date: ……..

Sub:-APSADA- Suspense/ Cancellation of license under Rule 26(5) of the APSADA Rules, 2020-Regarding

Ref:-1. Inspection report No_____ Dated _____ of Aqua Culture Inspector, _____ (station)

2 Licensing Authority Show cause Notice No. --------dated ---------

3 Your Reply dated ----------

<<<>>>

Your reply dated ------- in response to the to the show cause notice has been examined with reference to the supporting documents furnished by you. Since Authority has not satisfied with the reply and established the violations as stated in the Show cause notice, the license issued to your Aquaculture farm/ Aquaculture Business operation vide License No.------ dated ---------- is hereby cancelled / suspended .

The Licensee is at liberty to rectify the defects which led to the suspension of license and furnish his compliance so that the licensing authority shall examine and consider to revoke the suspension after satisfying with compliance .

Signature of the Licensing Authority
Seal

To,
The Licensee
_____
_____
_____

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 51

(See sub-rule (5) of Rule 26)

REQUEST FOR REVOCATION OF LICENSE SUSPENDED BY THE LICENSING AUTHORITY

No._____ Date ……..

From
(Name and address of the licensee)
_____
_____

To
The Licensing Authority/
Member Secretary
DLIC, ……District

Sir/ Madam

Sub:-APSADA- Submission of Rectification compliance for revocation of license – requested – regarding
Ref:-1. Licensing Authority reference No. ---------- dated -----

<<<>>>

I am to state that the licensing authority vide reference cited, have suspended my license No. ----------dated ---------- Issued for operating my Aquaculture farm / Aquaculture Business Operation for violation under the APSADA Act and Rules 2020. The violations established by the Licensing authority have been rectified by me as detailed below:- .

Rectifications complied

(1)

(2)

(3)

The supporting documents are enclosed. I request the Licensing Authority to examine the same and consider to revoke the suspension of my license so as to resume the farm/business operations at the earliest.

Enclosures:

Signature of the Licensing Authority
Seal

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.
FORM 52
(See sub-rule (1) of Rule 27)

APPEAL TO THE APPELLATE AUTHORITY ON THE ORDER PASSED BY THE LICENSING AUTHORITY

From:

_____
_____
_____
_____
(Name and address of the Appellant with contact number)

To,
The Aquaculture Controller/
Appellant Authority
APSADA
Vijayawada-521137

Sir/Madam,

I/We, respectfully state that, the Licensing Authority,_____ District has rejected for granting the License/ endorsement on license/ registration certificate / Issued orders for suspension / cancellation of License/ Registration / forfeiture / seizure of stock of our unit_____(Details of the Unit) located at _____(V)_____ (M)_____ District by stating the following grounds vide his Lr No._____ (Ref. No. of Licensing Authority)

1)_____

2)_____

3)_____

Aggrieved by the aforesaid grounds of the Licensing Authority, I/ we hereby appeal to your kind self to examine the my/our explanation along with supporting documents enclosed herewith and consider to issue orders to Licensing Authority to grant license/ endorse on License/ Registration certificate/ revoke suspension / cancellation of License/ Registration / revoke forfeiture / seizure of stock imposed by the licensing authority.

Encl: Detailed explanation along with supporting documents

Place:
Date :

Signature of Appellant
Seal

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.
FORM 53
(See sub-rule (2) of Rule 27)

NOTICE TO THE APPELLANT BY THE APPELLATE AUTHORITY TO APPEAR IN PERSON

From
The Aquaculture Controller
/Appellant Authority
APSADA
Poranki, Bandar Road
Vijayawada-521137

To
Shri/ Smt./Kum_____
_____
_____
_____
(Address of the Appellant)

Sir/ Madam

Sub: APSADA - Intimation to appear for Hearing- Regarding.
Ref: Your appeal No. _____ date_____

<<<>>>

In response to your appeal filed before the Appellate Authority vide reference cited, you are hereby informed to appear personally/ through authorized representative and supporting documentary evidences on _____(Date) at _____(Time) at _____ (Venue) for presenting your views/ grounds to support your plea without fail.

In case of your failure to attend before the Appellate Authority as per the above schedule either personally/ through authorized representative, it is considered that, you have no material to defend your plea and the appeal will be disposed basing on the available documents and information.

Place: Appellate Authority
Date: Seal

Copy to the Member Secretary, DLIC _____ District for information and to attend the hearing as per the schedule with concerned officers along with relevant documents and records to present before the Appellate Authority

AP STATE AQUACULTURE DEVELOPMENT AUTHORITY RULES, 2020.

FORM 54

(See sub-rule (3) of Rule 27)

DISPOSAL OF APPEAL BY APPELLANT AUTHORITY

Order No. Dated_____

From
The Aquaculture Controller/
Appellant Authority
APSADA ,Vijayawada.

To
Shri/ Smt./Kum_____
_____
_____
_____

Sub: APSADA - Disposal of appeal- Orders-issued- Regarding.

Ref: 1. Licensing Authority, _____ District Lr. No._____
2. Appellant Lr. No. _____

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ORDER:

In the reference 2nd cited, Sri/ Smt/Kum_____ of _____ (V)_____ (M) _____ District filed an appeal aggrieved by the orders of the Licensing Authority_____ District for not granting the License/ Endorse the License/ Registration Certificate/ issued order for suspension/ cancellation of the License/ Registration / forfeiture / seizure of stock imposed by the Licensing Authority vide reference 1st cited.

In this regard, the views/ grounds of the Appellant along with his/ her supporting documents are examined and the following are points were observed basing on available documents

1)_____
2)_____
3)_____
4)_____
5)_____

Basing on the above observations and grounds and in exercise of the powers conferred under Rule No 27 of the APSADA Rules, 2020, the following orders have been issued .

Order of the Appellate Authority:

1) The Licensing Authority, _____ District is hereby informed to grant the license/ endorse on license/ Registration certificate / revoke forfeiture / revoke seizure of stock
2) Revoke the suspension/ cancelation of the license/ Endorsement/ forfeiture / seizure of stock
3) Appeal is rejected and the orders of the Licensing Authority are upheld.
4) Others:

The above orders shall be implemented within 15 days from the date of receipt of these orders.

Place: Signature of the Appellate Authority
Date Office Seal

Copy to the Licensing Authority, DLIC, AP State Aquaculture Development Authority, _____ District

Copy to the Member Secretary, District Level Implementation Committee, AP State Aquaculture Development Authority, _____ District for necessary action.